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ABSTRACT

This quarterly publication announces the availability of instructional materials acquired and processed by the Educational Resources Information Center (ERIC) Clearinghouse on Vocational and Technical Education. It should be of particular interest to teachers, curriculum specialists, supervisors, and administrators involved in curriculum development or the use of instructional materials in the teaching-learning setting. Each abstract, a condensation of the report in about 200 words, usually includes the means used to develop the material, the setting for use of the material, and source of available copies. Author, subject, and document number indexes provide entry to the abstracts. Most of the documents which have not been announced in "Research in Education" are available as a separate microfiche set from the ERIC Document Reproduction Service (VT016 648). Others are available from the source identified in the abstract. (CD)

ED 069847

VOLUME 5
NUMBER 4
1972

Introducing Greater Career Education Coverage
See Page V

ABSTRACTS of INSTRUCTIONAL MATERIALS in Vocational and Technical Education

VT 016 447

MISSION OF THE CENTER

The Center for Vocational and Technical Education is an independent unit on The Ohio State University campus. It serves a catalytic role in establishing consortia to focus on relevant problems in vocational and technical education. The Center is comprehensive in its commitment and responsibility, multidisciplinary in its approach and interinstitutional in its program.

The Center's mission is to strengthen the capacity of state educational systems to provide effective occupational education programs consistent with the individual needs and manpower requirements by:

- Conducting research and development to fill voids in existing knowledge and to develop methods for applying knowledge.
- Programmatic focus on state leadership development, vocational teacher education, curriculum, vocational choice and adjustment.
- Stimulating and strengthening the capacity of other agencies and institutions to create durable solutions to significant problems.
- Providing a national information storage, retrieval and dissemination system for vocational and technical education through the affiliated ERIC Clearinghouse.

This publication was prepared pursuant to a contract with the National Institute of Education, U.S. Department of Health, Education and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their judgment in professional and technical matters. Points of view or opinions do not, therefore, necessarily represent official National Institute of Education position or policy.

ED 069847

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ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION

VOLUME 5 NUMBER 4
1972

The Center for Vocational and Technical Education
The Ohio State University
1900 Kenny Road, Columbus, Ohio 43210

VT 016 647

PREFACE

Finding and using relevant information frequently is a major task for curriculum specialists, teachers, administrators, and students. The Center for Vocational and Technical Education is dedicated to making useful and vital information accessible so that educators may use it to improve school practice.

The Center quarterly assembles, under one cover, instructional materials relevant to the field of vocational-technical education. Abstracts of Instructional Materials in Vocational and Technical Education (AIM) is presented in the form of collections of abstracts of documents from all areas within this field.

AIM abstracts are designed especially for teacher or student classroom usage. The current information provided will also benefit educators directly related to classroom instruction and all who need access to contemporary instructional materials development.

We are indebted to our colleagues within the profession for providing us instructional materials as they become available. We also appreciate the contributions of instructional materials laboratories, local school systems and professional associations such as the Vocational Instructional Materials (VIM) section of the American Vocational Association. Members of the profession are continually encouraged to forward instructional materials for possible inclusion in future issues of AIM to the Acquisitions Specialist at The Center.

We hope that this publication will prove valuable to you in your particular educational endeavors.

Robert E. Taylor
Director
The Center for Vocational
and Technical Education

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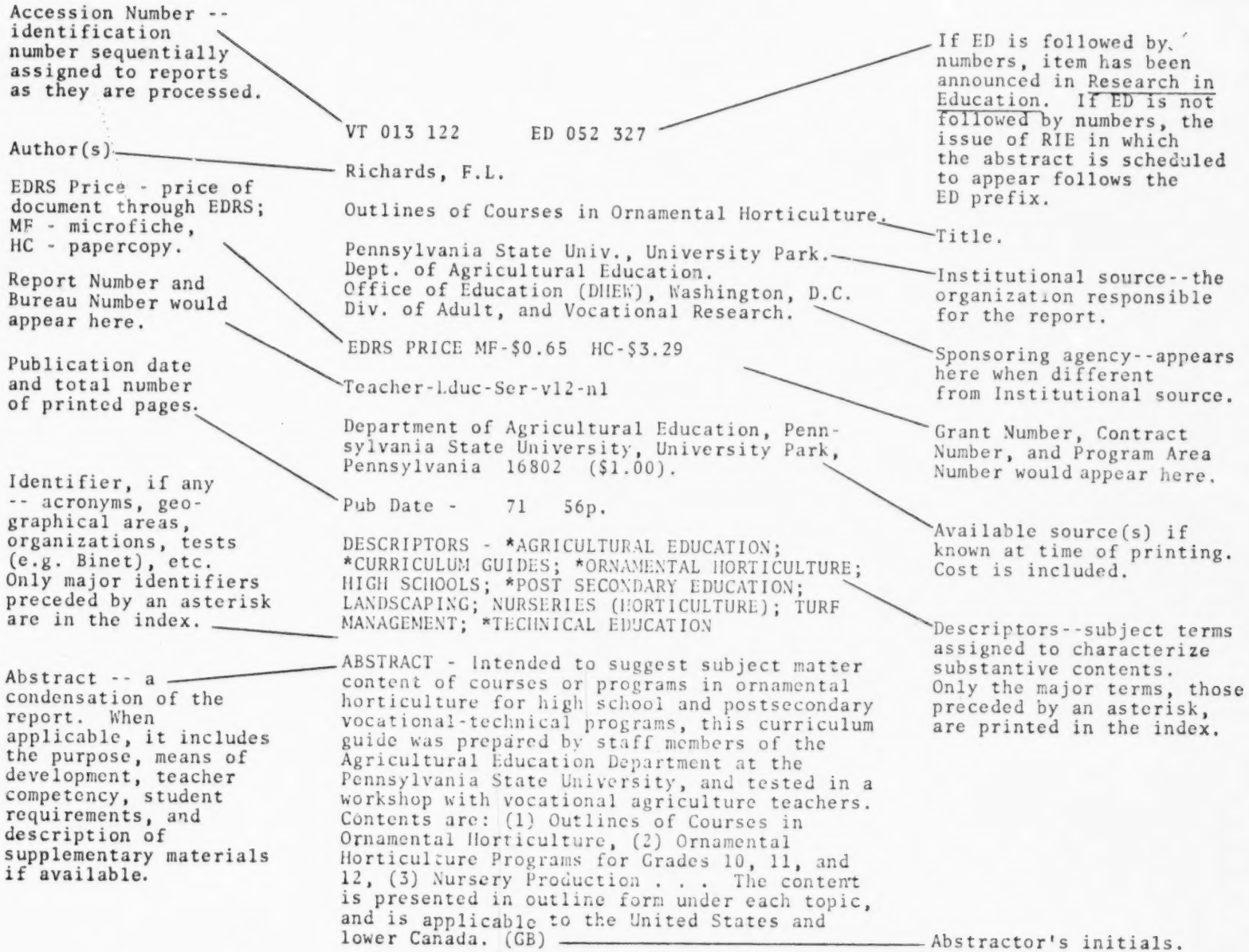
SAMPLE RESUME


Accession Number -- identification number sequentially assigned to reports as they are processed.
VT 013 122 ED 052 327
If ED is followed by numbers, item has been announced in Research in Education. If ED is not followed by numbers, the issue of RIE in which the abstract is scheduled to appear follows the ED prefix.
Author(s)
Richards, F.L.
Outlines of Courses in Ornamental Horticulture.
Title.
EDRS Price - price of document through EDRS; MF - microfiche, HC - papercopy.
Pennsylvania State Univ., University Park. Dept. of Agricultural Education.
Office of Education (DHEW), Washington, D.C. Div. of Adult, and Vocational Research.
Institutional source--the organization responsible for the report.
Report Number and Bureau Number would appear here.
EDRS PRICE MF-$0.65 HC-$3.29
Sponsoring agency--appears here when different from Institutional source.
Publication date and total number of printed pages.
Teacher-Educ-Ser-v12-n1
Department of Agricultural Education, Pennsylvania State University, University Park, Pennsylvania 16802 ($1.00).
Grant Number, Contract Number, and Program Area Number would appear here.
Identifier, if any -- acronyms, geographical areas, organizations, tests (e.g. Binet), etc. Only major identifiers preceded by an asterisk are in the index.
Pub Date - 71 56p.
Available source(s) if known at time of printing. Cost is included.
DESCRIPTORS - *AGRICULTURAL EDUCATION; *CURRICULUM GUIDES; *ORNAMENTAL HORTICULTURE; HIGH SCHOOLS; *POST SECONDARY EDUCATION; LANDSCAPING; NURSERIES (HORTICULTURE); TURF MANAGEMENT; *TECHNICAL EDUCATION
Descriptors--subject terms assigned to characterize substantive contents. Only the major terms, those preceded by an asterisk, are printed in the index.
Abstract -- a condensation of the report. When applicable, it includes the purpose, means of development, teacher competency, student requirements, and description of supplementary materials if available.
ABSTRACT - Intended to suggest subject matter content of courses or programs in ornamental horticulture for high school and postsecondary vocational-technical programs, this curriculum guide was prepared by staff members of the Agricultural Education Department at the Pennsylvania State University, and tested in a workshop with vocational agriculture teachers. Contents are: (1) Outlines of Courses in Ornamental Horticulture, (2) Ornamental Horticulture Programs for Grades 10, 11, and 12, (3) Nursery Production . . . The content is presented in outline form under each topic, and is applicable to the United States and lower Canada. (GB)
Abstractor's initials.

HOW TO USE AIM

This volume of AIM (Abstracts of Instructional Materials in Vocational and Technical Education) has two major sections: resumes containing abstracts and indexes.

Each abstract presents information about a document's content to help you to decide if you want to read the full text of the document. The abstract is part of the resume which provides information about the document, its source and availability. Abstracts are arranged in ascending VT-number order. A sample resume, preceding this Introduction, is explained in detail.

The indexes help you to locate the abstracts by page numbers and VT numbers. These indexes are: Subject Index, Author Index and Conversion of Document Number Index. Index terms used in the subject index are ERIC descriptors. Each document has been assigned several of these descriptors; therefore, each document title appears in the subject index several times.

The full texts of documents are available from the original sources or from the ERIC Document Reproduction Service (EDRS) as microfiche or Xerox reproductions. Ordering information for AIM and EDRS reproductions is provided in a following section.

NEW CAREER EDUCATION EMPHASIS

Recent emphasis on career education as a major focus in reforming and redirecting the American educational structure has produced a flurry of activity in conceptualizing and developing effective programs. This activity is evidenced by the four models sponsored by the U.S. Office of Education and numerous state and local career education efforts. This issue marks the beginning of expanded announcement of career education materials in AIM. Intensified acquisition efforts in this area have identified career education instructional material which should be of great value to educators developing and upgrading their programs. Many of these documents are listed under "career education" in the subject index.

VT 014 503
PREREQUISITES AND BEHAVIORAL OBJECTIVES FOR COURSES TAUGHT AT GARFIELD HIGH SCHOOL.

GARFIELD HIGH SCHOOL.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 416P.

DESCRIPTORS - *CURRICULUM GUIDES; *BEHAVIORAL OBJECTIVES; SECONDARY GRADES; *GRADUATION REQUIREMENTS; *ACADEMIC STANDARDS; LANGUAGE ARTS; LANGUAGES; MUSIC; ART; BUSINESS EDUCATION; MATHEMATICS; HOME ECONOMICS EDUCATION; INDUSTRIAL ARTS; SCIENCES; CAREER OPPORTUNITIES; SOCIAL STUDIES; PHYSICAL EDUCATION; *COURSE DESCRIPTIONS
IDENTIFIERS - GARFIELD HIGH SCHOOL

ABSTRACT - THE MAIN OBJECTIVES OF THE GARFIELD HIGH SCHOOL EDUCATIONAL PROGRAM ARE TO PREPARE THE GRADUATE FOR EFFECTIVE CITIZENSHIP THROUGH GENERAL EDUCATION AND TO PROVIDE HIM WITH A SALEABLE SKILL AND/OR THOSE PERFORMANCE OBJECTIVES NECESSARY FOR COLLEGE ENTRANCE AND SUCCESS. THIS MANUAL PRESENTS THE PREREQUISITES AND BEHAVIORAL OBJECTIVES FOR EACH COURSE TAUGHT AT GARFIELD HIGH. COURSES OUTLINES ARE: (1) LANGUAGE ARTS, INCLUDING DRAMA, MINORITIES LITERATURE, NEWSWRITING, DEBATE, HUMANITIES, AND WRITING LAB, (2) FOREIGN LANGUAGES, (3) MUSIC, INCLUDING AFRICAN-AMERICAN AND INSTRUMENTAL MUSIC, (4) ART, INCLUDING FASHION ILLUSTRATION, TEXTILES, PHOTOGRAPHY, CERAMICS AND JEWELRY, (5) BUSINESS EDUCATION, INCLUDING BUSINESS ARITHMETIC AND ENGLISH, ACCOUNTING, TYPING, OFFICE PRACTICE, BUSINESS LAW, SHORTHAND, AND RETAILING, (6) HOME AND FAMILY LIVING, INCLUDING MEAL AND CLOTHING MANAGEMENT, HOME FURNISHING, HUMAN DEVELOPMENT AND CONSUMER ECONOMICS, (7) MATHEMATICS, ALL AREAS, (8) INDUSTRIAL ARTS, INCLUDING WOODWORKING, ELECTRICITY, TECHNICAL DRAWING, AND AUTOMOTIVE APPLICATION, (9) SCIENCE, INCLUDING BIOLOGY, CHEMISTRY, AND PHYSICS, (10) CAREER OPPORTUNITIES PROGRAM, INCLUDING COSMETOLOGY, DRY CLEANING, AND HEALTH OCCUPATIONS, (11) SOCIAL STUDIES, AND (12) PHYSICAL EDUCATION. ADDITIONAL PERTINENT INFORMATION SUCH AS COURSE PROCEDURES, UNITS, TASKS, AND MATERIALS ARE APPENDED. (AW)

VT 014 570
TYPEWRITING 1 AND 2. COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF EDUCATION, HARRISBURG. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH BOARD OF PUBLIC EDUCATION, 341 SOUTH BELLEFIELD STREET, PITTSBURGH, PENNSYLVANIA 15210
PUB DATE - SEP70 105P.

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *BUSINESS SKILLS; *TYPEWRITING; SECONDARY GRADES; *TYPISTS; OFFICE MACHINES; OFFICE OCCUPATIONS EDUCATION; *BUSINESS SUBJECTS

ABSTRACT - PART OF THE CURRICULUM DEVELOPMENT PROGRAM BEING INSTITUTED BY THE PROFESSIONAL STAFF OF THE PITTSBURGH PUBLIC SCHOOLS, THIS GUIDE IS DESIGNED TO AID TEACHERS IN PLANNING AND PRESENTING A 2-YEAR HIGH SCHOOL TYPEWRITING COURSE. ARRANGED IN A BEHAVIORAL FORMAT, THE GUIDE INCLUDES 15 INSTRUCTIONAL UNITS, WITH EACH UNIT BROKEN DOWN INTO ONE OR MORE SPECIFIC OBJECTIVES TO BE ACHIEVED. FOR EACH OBJECTIVE, AN OUTLINE PROVIDES THE DEVELOPING CORE OF CONTENT MATTER TO BE ADAPTED, STUDENT LEARNING ACTIVITIES, AND EVALUATING PROCEDURES. UNITS INCLUDE: (1) MACHINE PARTS, (2) KEYBOARD MASTERY, (3) COMPOSING AT THE TYPEWRITER, (4) CARE OF TYPEWRITER, (5) DEVELOPMENT OF RELATED SKILLS, (6) CENTERING, TABULATING, PROOFREADING, AND CORRECTIONS, (7) CARBON COPIES, (8) ROUGH DRAFTS, (9) PREPARING STENCILS AND SPIRIT MASTERS AND DUPLICATING, AND (10) PERSONAL DATA SHEET AND EMPLOYMENT APPLICATION. APPENDIXES INCLUDE SUGGESTED GRADING SCALES, SPEED TESTS, TYPEWRITER REPAIR CHART, TEACHING AIDS, AUDIOVISUAL AIDS, AND ORDERING INFORMATION. A BIBLIOGRAPHY IS ALSO PROVIDED. A RELATED DOCUMENT IS AVAILABLE AS VT 014 571 (AIM VOL. 5, NO. 3). (AW)

VT 014 645 ED 061 413
WRITING PERFORMANCE GOALS: STRATEGY AND PROTOTYPES. A MANUAL FOR VOCATIONAL AND TECHNICAL EDUCATORS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.;MCGRAW-HILL BOOK CO., NEW YORK, N.Y. GREGG DIV.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
GREGG DIVISION, MCGRAW-HILL BOOK COMPANY, NEW YORK, NEW YORK (PRODUCT CODE # 24640-8, $3.60 NET)
PUB DATE - ND 107P.

DESCRIPTORS - *PERFORMANCE CRITERIA; MANUALS; PERFORMANCE; STANDARDS; *EDUCATIONAL SPECIFICATIONS; PERFORMANCE SPECIFICATIONS; *EDUCATIONAL STRATEGIES; *MODELS; EDUCATIONAL OBJECTIVES; *BEHAVIORAL OBJECTIVES; VOCATIONAL EDUCATION; TECHNICAL EDUCATION; GUIDELINES

ABSTRACT - THE RESULT OF A COOPERATIVE PROJECT OF THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION AT THE OHIO STATE UNIVERSITY AND THE MCGRAW-HILL BOOK COMPANY, THIS MANUAL WAS PREPARED TO DEVELOP PROTOTYPES OF PERFORMANCE GOALS FOR USE BY CURRICULUM SPECIALISTS AND DEVELOPERS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION AND TO PROVIDE CONCOMITANT GUIDELINES FOR TRAINING WRITERS OF PERFORMANCE GOALS. THE DOCUMENT CONTAINS TWO SECTIONS, WITH THE FIRST PART MAKING UP THE MANUAL FOR PREPARING PERFORMANCE GOALS AND THE SECOND PROVIDING PROTOTYPES OF PERFORMANCE GOALS. PART I INCLUDES: (1) CHARACTERISTICS OF PERFORMANCE GOALS, (2) DEFINITION OF TERMS, (3) SOME QUESTIONS ABOUT PERFORMANCE GOALS, (4) A SYSTEM FOR WRITING PERFORMANCE GOALS, (5) THE NUMBER OF PERFORMANCE GOALS TO BE PREPARED, AND (6) IMPLEMENTATION. PART II PROVIDES PROTOTYPE PERFORMANCE GOALS FOR VARIOUS AREAS OF AGRICULTURAL EDUCATION, BUSINESS AND DISTRIBUTIVE EDUCATION, HEALTH EDUCATION, HOME ECONOMICS EDUCATION, TECHNICAL EDUCATION, AND TRADE AND INDUSTRIAL EDUCATION. NUMEROUS CHARTS ILLUSTRATE THE

MANUAL. (AW)

VT 014 660
COMMERCIAL STUDIES IN SCHOOLS.

DEPARTMENT OF EDUCATION AND SCIENCE, LONDON (ENGLAND).
DOCUMENT NOT AVAILABLE FROM EDRS.
HER MAJESTY'S STATIONERY OFFICE, 49 HIGH HOLBORN, LONDON, W.C.1, ENGLAND
PUB DATE - 70 63P.

DESCRIPTORS - *BUSINESS SUBJECTS; *BUSINESS EDUCATION; PAMPHLETS; SECONDARY GRADES; *COURSE DESCRIPTIONS; *FOREIGN COUNTRIES
IDENTIFIERS - *GREAT BRITAIN

ABSTRACT - THIS PAMPHLET DISCUSSES THE ROLE AND STRUCTURE OF COMMERCIAL COURSES FOR STUDENTS OF ALL ABILITIES IN THE SECONDARY GRADES IN GREAT BRITAIN. CONTENTS COVER: (1) GENERAL CONSIDERATIONS, (2) STRUCTURE OF COMMERCE AND RELATED SOCIAL SCIENCES, (3) CONTRIBUTION OF ENGLISH AND MATH TO COMMERCIAL COURSES, (4) CLERICAL SUBJECTS, (5) SUGGESTED COURSE OUTLINES GIVING SCOPE FOR PRACTICAL WORK IN COMMERCIAL SUBJECTS, AND (6) ASSESSMENT AND VOCATIONAL GUIDANCE. INFORMATION ON THE TRAINING OF SECONDARY COMMERCIAL INSTRUCTORS, EXAMINATIONS IN COMMERCIAL STUDIES, SUGGESTED EQUIPMENT FOR A COMMERCE DEPARTMENT, AND A DIAGRAM TRACING HIGHER EDUCATION IN BUSINESS STUDIES ARE APPENDED. SELECTED REFERENCES ARE ALSO PROVIDED. THE PAMPHLET IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND PHOTOGRAPHS. (AW)

VT 014 680
CAREER CENTERS PROGRAM. EDUCATIONAL STAFF DEVELOPMENT SERVICES FOR: PUBLIC SERVICE AGENCIES, GRANTEE ORGANIZATIONS, AND ANTI-POVERTY PROGRAMS. SECOND REPORT.

PUERTO RICO UNIV., RIO PIEDRAS. EXTENSION DIV.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP70 31P.

DESCRIPTORS - *CAREER EDUCATION; *CAREER LADDERS; *PROGRAM DEVELOPMENT; ADULT VOCATIONAL EDUCATION; *VOCATIONAL DEVELOPMENT; *UNDEREMPLOYED; EDUCATIONALLY DISADVANTAGED; PROGRAM DESCRIPTIONS
IDENTIFIERS - PUERTO RICO

ABSTRACT - THIS REPORT ON THE UNIVERSITY OF PUERTO RICO'S CAREER CENTERS PROGRAM IS DESIGNED TO SATISFY THE DEMAND FOR INFORMATION ON THE PROGRAM'S DEVELOPMENT AND ACCOMPLISHMENTS AND PROPOSED PLANS FOR IMPROVEMENT AND EXTENSION, AND TO PROVIDE INFORMATION REGARDING THE OPPORTUNITIES THIS PROGRAM OFFERS FOR EDUCATIONAL AND CAREER DEVELOPMENT. GEARED TO ULTIMATELY PREPARE LOW-INCOME, UNDEREDUCATED AND UNDEREMPLOYED ADULTS FOR RESPONSIBLE, GOOD-PAYING JOBS, THIS PROGRAM WILL ENABLE THOUSANDS OF SUCH INDIVIDUALS EMPLOYED IN GOVERNMENT AGENCIES, IN GRANT-SUPPORTED PUBLIC SERVICE PROGRAMS, OR MANPOWER TRAINING PROGRAMS, TO ATTAIN A HIGH SCHOOL EDUCATION AS THE FIRST STEP ON THEIR CAREER LADDERS. THE REPORT DISCUSSES SUCH ASPECTS OF THE PROGRAM AS THE CAREER CENTERS CONCEPT, EVALUATION, COUNSELING, CAREER DEVELOPMENT, OCCUPATIONAL PROGRESSION OF PARTICIPANTS, CURRICULAR MATERIALS, PROGRAM PROJECTIONS, AND IMPROVEMENT AND EXPANSION PROPOSALS. THE DOCUMENT IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS. (AW)

VT 014 750
CONSTRUCTING GREENHOUSES FOR VOCATIONAL AGRICULTURE PROGRAMS IN ARIZONA.

ARIZONA UNIV., TUCSON. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
SERV-BULL-26
PUB DATE - 71 26P.

DESCRIPTORS - *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *ORNAMENTAL HORTICULTURE; *GREENHOUSES; *LEARNING LABORATORIES; BUILDING PLANS; FACILITY REQUIREMENTS; BUILDING DESIGN; SITE SELECTION

ABSTRACT - INTENDED FOR TEACHERS, ADVISORY COUNCIL MEMBERS, AND ADMINISTRATORS IN PLANNING AND CONSTRUCTING GREENHOUSE LABORATORIES, THIS PUBLICATION CONTAINS PLANS AND SPECIFICATIONS FOR THREE DIFFERENT GREENHOUSES. SUGGESTIONS ARE PRESENTED FOR CHOOSING THE SITE, APPROXIMATE COSTS, ADDITIONAL FACILITY REQUIREMENTS, AND INSTALLING COOLING, HEATING, WATERING, AND LIGHTING SYSTEMS. (SB)

VT 014 751
RESOURCE UNIT ON SALESMANSHIP AND SELLING IN AGRICULTURAL SALES AND SERVICE FOR SPECIALIZED CURRICULUM IN AGRICULTURAL SALES AND SERVICE. RESOURCE UNIT 6.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.; ARIZONA UNIV., TUCSON. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGDEX-920-30
PUB DATE - 71 77P.

DESCRIPTORS - AGRICULTURAL EDUCATION; *VOCATIONAL AGRICULTURE; *RESOURCE UNITS; *AGRICULTURAL SUPPLY OCCUPATIONS; OFF FARM AGRICULTURAL OCCUPATIONS; *AGRIBUSINESS; *SALESMANSHIP; SERVICE OCCUPATIONS; INSTRUCTIONAL MATERIALS; TRANSPARENCIES

ABSTRACT - DEVELOPED BY HIGH SCHOOL VOCATIONAL AGRICULTURE TEACHERS, THIS PUBLICATION IS THE SIXTH IN A SERIES OF RESOURCE UNITS AND IS DESIGNED AS A GUIDE FOR TEACHER USE IN PROVIDING INSTRUCTION CONCERNING SELLING AND SALESMANSHIP IN THE AREA OF AGRICULTURAL SALES AND SERVICES. CONTENTS INCLUDE A BRIEF INTRODUCTION, CONCEPTS TO BE TAUGHT, UNIT OBJECTIVES, REFERENCES, TEACHING AIDS, STUDENT ACTIVITIES, DISCUSSION QUESTIONS AND PROBLEMS, TRANSPARENCY MASTERS, AND STUDENT MATERIALS. RELATED UNITS ARE AVAILABLE AS VT 014 752-VT 014 756 IN THIS ISSUE. (SB)

VT 014 752
RESOURCE UNIT ON MERCHANDISING SKILLS IN AGRICULTURAL SALES AND SERVICE FOR SPECIALIZED CURRICULUM IN AGRICULTURAL SALES AND SERVICE. RESOURCE UNIT 5.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION,

PHOENIX.;ARIZONA UNIV., TUCSON. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGDEX-920-40-70
PUB DATE - 71 54P.

DESCRIPTORS - *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *RESOURCE UNITS; *AGRICULTURAL SUPPLY OCCUPATIONS; OFF FARM AGRICULTURAL OCCUPATIONS; *AGRIBUSINESS; *MERCHANDISING; SERVICE OCCUPATIONS; INSTRUCTIONAL MATERIALS; TRANSPARENCIES

ABSTRACT - DEVELOPED BY HIGH SCHOOL VOCATIONAL AGRICULTURE TEACHERS, THIS PUBLICATION IS THE FIFTH IN A SERIES OF RESOURCE UNITS AND IS DESIGNED AS A GUIDE FOR TEACHER USE IN PROVIDING INSTRUCTION CONCERNING MERCHANDISING SKILLS IN THE AREA OF AGRICULTURAL SALES AND SERVICES. CONTENTS INCLUDE AN INTRODUCTION, CONCEPTS TO BE TAUGHT, UNIT OBJECTIVES, REFERENCES, TEACHING AIDS, STUDENT ACTIVITIES, DISCUSSION QUESTIONS AND PROBLEMS, TRANSPARENCY MASTERS, AND STUDENT MATERIALS. RELATED UNITS ARE AVAILABLE AS VT 014 751-VT 014 756 IN THIS ISSUE. (SB)

VT 014 753
RESOURCE UNIT ON HUMAN RELATIONS IN AGRICULTURAL SALES AND SERVICE FOR SPECIALIZED CURRICULUM IN AGRICULTURAL SALES AND SERVICE. RESOURCE UNIT 4.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.;ARIZONA UNIV., TUCSON. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGDEX-920-60
PUB DATE - 71 63P.

DESCRIPTORS - AGRICULTURAL EDUCATION; *VOCATIONAL AGRICULTURE; *RESOURCE UNITS; *AGRICULTURAL SUPPLY OCCUPATIONS; OFF FARM AGRICULTURAL OCCUPATIONS; *AGRIBUSINESS; *HUMAN RELATIONS; SERVICE OCCUPATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY HIGH SCHOOL VOCATIONAL AGRICULTURE TEACHERS, THIS PUBLICATION IS THE FOURTH IN A SERIES OF RESOURCE UNITS AND IS DESIGNED AS A GUIDE FOR TEACHER USE IN PLANNING INSTRUCTION RELATING TO HUMAN RELATIONS IN THE AREA OF AGRICULTURAL SALES AND SERVICES. CONTENTS INCLUDE A BRIEF INTRODUCTION, CONCEPTS TO BE TAUGHT, UNIT OBJECTIVES, REFERENCES, STUDENT ACTIVITIES, DISCUSSION QUESTIONS AND PROBLEMS, AND SEVERAL STUDENT MATERIALS. RELATED UNITS ARE AVAILABLE AS VT 014 751-VT 014 756 IN THIS ISSUE. (SB)

VT 014 754
RESOURCE UNIT ON ORGANIZATION OF AGRICULTURAL BUSINESSES IN AGRICULTURAL SALES AND SERVICE FOR SPECIALIZED CURRICULUM IN AGRICULTURAL SALES AND SERVICE. RESOURCE UNIT 3.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.;ARIZONA UNIV., TUCSON. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGDEX-920-20
PUB DATE - 71 42P.

DESCRIPTORS - *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *RESOURCE UNITS; *AGRICULTURAL SUPPLY OCCUPATIONS; OFF FARM AGRICULTURAL OCCUPATIONS; *ORGANIZATION; *AGRIBUSINESS; SERVICE OCCUPATIONS; INSTRUCTIONAL MATERIALS; TRANSPARENCIES

ABSTRACT - DEVELOPED BY HIGH SCHOOL VOCATIONAL AGRICULTURE TEACHERS, THIS PUBLICATION IS THE THIRD IN A SERIES OF RESOURCE UNITS AND IS DESIGNED AS A GUIDE FOR TEACHER USE IN PLANNING INSTRUCTION CONCERNING THE ORGANIZATION OF AGRICULTURAL BUSINESSES IN THE AREA OF AGRICULTURAL SALES AND SERVICES. CONTENTS INCLUDE A BRIEF INTRODUCTION, CONCEPTS TO BE TAUGHT, UNIT OBJECTIVES, REFERENCES, TEACHING AIDS, STUDENT ACTIVITIES, DISCUSSION QUESTIONS AND PROBLEMS, TRANSPARENCY MASTERS, AND OTHER STUDENT MATERIALS. RELATED UNITS ARE AVAILABLE AS VT 014 751-VT 014 756 IN THIS ISSUE. (SB)

VT 014 755
RESOURCE UNIT ON ORIENTATION TO THE TRAINING PROGRAM IN AGRICULTURAL SALES AND SERVICE FOR SPECIALIZED CURRICULUM IN AGRICULTURAL SALES AND SERVICE. RESOURCE UNIT 2.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.;ARIZONA UNIV., TUCSON. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGDEX-920-04
PUB DATE - 71 56P.

DESCRIPTORS - *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *RESOURCE UNITS; *AGRICULTURAL SUPPLY OCCUPATIONS; OFF FARM AGRICULTURAL OCCUPATIONS; AGRICULTURAL SUPPLIES; *SERVICE OCCUPATIONS; INSTRUCTIONAL MATERIALS; TRANSPARENCIES; *AGRIBUSINESS

ABSTRACT - DEVELOPED BY HIGH SCHOOL VOCATIONAL AGRICULTURE TEACHERS, THIS PUBLICATION IS THE SECOND IN A SERIES OF RESOURCE UNITS AND IS DESIGNED AS A GUIDE FOR TEACHER USE IN PLANNING INSTRUCTION FOR ORIENTATION TO A TRAINING PROGRAM IN AGRICULTURAL SALES AND SERVICES. CONTENTS INCLUDE A BRIEF INTRODUCTION, CONCEPTS TO BE TAUGHT, UNIT OBJECTIVES, REFERENCES, TEACHING AIDS, STUDENT ACTIVITIES, DISCUSSION QUESTIONS AND PROBLEMS, SEVERAL TRANSPARENCY MASTERS, SELF-EVALUATION FORM, AND OTHER STUDENT MATERIALS. RELATED UNITS ARE AVAILABLE AS VT 014 751-VT 014 756 IN THIS ISSUE. (SB)

VT 014 756
RESOURCE UNIT ON CAREER OPPORTUNITIES IN AGRICULTURAL SALES AND SERVICE FOR SPECIALIZED CURRICULUM IN AGRICULTURAL SALES AND SERVICE. RESOURCE UNIT 1.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.;ARIZONA UNIV., TUCSON. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGDEX-920-00
PUB DATE - 71 20P.

DESCRIPTORS - *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; RESOURCE UNITS; *AGRICULTURAL SUPPLY OCCUPATIONS; OFF FARM

AGRICULTURAL OCCUPATIONS; AGRICULTURAL SUPPLIES; *SERVICE OCCUPATIONS; INSTRUCTIONAL MATERIALS; TRANSPARENCIES; *AGRIBUSINESS; *CAREER OPPORTUNITIES

ABSTRACT - DEVELOPED BY HIGH SCHOOL VOCATIONAL AGRICULTURE TEACHERS, THIS PUBLICATION IS THE FIRST IN A SERIES OF RESOURCE UNITS AND IS DESIGNED AS A GUIDE FOR TEACHER USE IN PLANNING INSTRUCTION RELATING TO CAREER OPPORTUNITIES IN AGRICULTURAL SALES AND SERVICE. CONTENTS INCLUDE A BRIEF INTRODUCTION, CONCEPTS TO BE TAUGHT, UNIT OBJECTIVE, REFERENCES, TEACHING AIDS, STUDENT ACTIVITIES, DISCUSSION QUESTIONS AND PROBLEMS, SEVERAL TRANSPARENCY MASTERS, SELF-EVALUATION FORM, AND OTHER STUDENT MATERIALS. RELATED UNITS ARE AVAILABLE AS VT 014 751-VT 014 755 IN THIS ISSUE. (SB)

VT 014 761
COLLINS, WILSON GLENN
AGRICULTURAL RESOURCES UNIT (MODULE): COMMUNITY POLLUTION.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL MATERIALS LAB.
MF AVAILABLE IN VT-ERIC SET.
HS-95A
PUB DATE - JUN71 59P.

DESCRIPTORS - *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *ENVIRONMENTAL EDUCATION; *POLLUTION; *UNITS OF STUDY (SUBJECT FIELDS); *RESOURCE UNITS; TRANSPARENCIES; BIBLIOGRAPHIES

ABSTRACT - THE COMMUNITY POLLUTION UNIT IS FOR TEACHER USE IN PROVIDING VOCATIONAL AGRICULTURE STUDENTS WITH EXPERIENCES AND INFORMATION CONCERNING THE CONTROL OF ENVIRONMENTAL POLLUTION. CONTENTS INCLUDE SUGGESTIONS FOR INTRODUCING THE UNIT, SUGGESTED TEACHING-LEARNING ACTIVITIES, COMPETENCIES TO BE DEVELOPED, CONTENT OUTLINE, REFERENCES, AND SEVERAL TRANSPARENCY MASTERS. (SB)

VT 014 790
MONSON, DOROTHY B.
COURSE OF STUDY FOR OFFICE OCCUPATIONS.

EAST HIGH SCHOOL, SALT LAKE CITY, UTAH.
MF AVAILABLE IN VT-ERIC SET.
COORDINATOR, CAREER DEVELOPMENT PROGRAM SALT LAKE CITY BOARD OF EDUCATION, 440 EAST FIRST SOUTH, SALT LAKE CITY, UTAH 84111
PUB DATE - JUN70 122P.

DESCRIPTORS - CURRICULUM GUIDES; *TEACHING GUIDES; *OFFICE OCCUPATIONS EDUCATION; *COOPERATIVE EDUCATION; VOCATIONAL EDUCATION; SECONDARY GRADES; *OFFICE OCCUPATIONS; OFFICE PRACTICE; *BUSINESS SKILLS; BUSINESS SUBJECTS; BEHAVIORAL OBJECTIVES
IDENTIFIERS - UTAH

ABSTRACT - PREPARED BY A HIGH SCHOOL INSTRUCTOR, THIS COURSE IS PART OF A 3-YEAR COOPERATIVE PILOT PROJECT DESIGNED TO INCREASE THE COMPREHENSIVENESS OF VOCATIONAL TRAINING IN LARGE UTAH HIGH SCHOOLS AND TO CORRELATE THIS TRAINING WITH GENERAL EDUCATION COURSES SUCH AS ENGLISH, MATHEMATICS AND SCIENCE. EACH OF THE 17 UNITS INCLUDES A GENERAL CURRICULAR OBJECTIVE AND ONE OR MORE MEASURABLE STUDENT BEHAVIORAL (INSTRUCTIONAL) OBJECTIVES, WITH THE INSTRUCTIONAL OBJECTIVES BROKEN DOWN, IN OUTLINE FORM, TO PROVIDE STUDENT LEARNING ACTIVITIES, LEARNING MATERIALS, TEACHER MANAGEMENT ACTIVITIES, EVALUATIVE PROCEDURES, AND ADDITIONAL ACTIVITIES. UNITS INCLUDE: (1) JOB ENTRY REQUIREMENTS IN REGION AND STATE, (2) TYPEWRITING PROFICIENCY ON ELECTRIC TYPEWRITERS, (3) SKILLS AND ACTIVITIES IN TYPING BUSINESS FORMS AND COMMUNICATIONS, (4) PROFICIENCY IN TRANSCRIBING DICTATION FROM TRANSCRIBING MACHINES, (5) OPERATION OF BUSINESS MACHINES, (6) SKILLS AND ACTIVITIES IN DUPLICATING AND COPYING MACHINES, (7) FILING, (8) BUSINESS PAPERS AND RECORD KEEPING PROCEDURES, (9) PREPARING APPLICATION FORM AND EMPLOYMENT INTERVIEW, AND (10) SIMULATED OFFICE EXPERIENCE AND ON-THE-JOB OR COOPERATIVE EXPERIENCE. TEACHERS' CHECK SHEETS, AN INSTRUCTIONAL CALENDAR AND JOB ENTRY REQUIREMENTS ARE APPENDED. (AW)

VT 014 816
ORGANIZATION AND ADMINISTRATION OF ADULT VOCATIONAL BUSINESS EDUCATION PROGRAMS.

PENNSYLVANIA STATE DEPT. OF EDUCATION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PROGRAM SPECIALIST, BUSINESS EDUCATION, DEPARTMENT OF EDUCATION, BOX 911, HARRISBURG, PA 17126 (SINGLE COPIES FREE)
PUB DATE - FEB71 22P.

DESCRIPTORS - *BUSINESS EDUCATION; *ADULT VOCATIONAL EDUCATION; *GUIDELINES; *ADMINISTRATOR GUIDES; PROGRAM DEVELOPMENT; STENOGRAPHY; STUDENT CHARACTERISTICS; SECONDARY EDUCATION; *CURRICULUM DEVELOPMENT; AGE DIFFERENCES; COURSE ORGANIZATION; PROGRAM ADMINISTRATION
IDENTIFIERS - PENNSYLVANIA

ABSTRACT - DEVELOPED THROUGH A STATE DEPARTMENT OF EDUCATION, THIS PUBLICATION PROVIDES GUIDELINES FOR THE ORGANIZATION AND ADMINISTRATION OF EFFECTIVE ADULT VOCATIONAL BUSINESS PROGRAMS. MAJOR SECTIONS OF THE PROGRAM GUIDE ARE DEVOTED TO: (1) VOCATIONAL EXTENSION EDUCATION, (2) ADULT VOCATIONAL BUSINESS EDUCATION, (3) INTENSIVE STENOGRAPHIC PROGRAM, (4) ESTABLISHING AN ADULT VOCATIONAL BUSINESS PROGRAM, AND (5) THE CHARACTERISTICS OF THE ADULT LEARNER. POINTS INCLUDED IN THE GUIDELINES FOR ESTABLISHING ADULT PROGRAMS ARE: (1) KNOW YOUR COMMUNITY, (2) ASCERTAIN OTHER SOURCES OF ADULT EDUCATION, (3) UNDERTAKE A RATIONAL APPROACH TO INTRODUCING AN ADULT VOCATIONAL BUSINESS PROGRAM, AND (4) PROMOTE THE PROGRAM. (JS)

VT 014 817 ED 061 429
K-12 CAREER EDUCATION GUIDE.

LAKESHORE TECHNICAL INST., SHEBOYGAN, WIS.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF $0.65 HC $16.45.
LAKESHORE TECHNICAL INSTITUTE, 3811 MEMORIAL DRIVE, SHEBOYGAN, WISCONSIN 53081 ($3.10)
PUB DATE - ND 487P.PROCEEDINGS OF LAKESHORE TECHNICAL INSTITUTE DISTRICT 11

CAREER EDUCATION SUMMER WORKSHOP (1ST, SHEBOYGAN, WIS., JULY 12, 1971).

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; ELEMENTARY GRADES; SECONDARY GRADES; *CURRICULUM GUIDES; INSTITUTES (TRAINING PROGRAMS); *MODELS; *CONCEPTS; CAREER OPPORTUNITIES; *VOCATIONAL DEVELOPMENT; INTEGRATED CURRICULUM; KINDERGARTEN
IDENTIFIERS - CAREER DEVELOPMENT; CAREER AWARENESS

ABSTRACT - DIRECTED TOWARD REFORMING THE SCOPE OF CAREER EDUCATION AND INITIATING AWARENESS AND ENTHUSIASM FOR CONTINUOUS CAREER EDUCATION OPPORTUNITIES FOR ALL STUDENTS IN GRADES K-12, THIS CURRICULUM GUIDE DESCRIBES THE 16 BASIC CAREER CONCEPTS AND 205 GENERAL OBJECTIVES TAKEN FROM THE WISCONSIN STATE CAREER CURRICULUM MODEL AND EVALUATED BY TEACHERS AND COUNSELORS AT THE FIRST LAKESHORE TECHNICAL INSTITUTE. GROUPED FIRST BY GRADE LEVEL (K-3, 4-6, 7-9, AND 10-12) AND THEN BY SUBJECT AREA (COMMUNICATIONS, MATH, SOCIAL STUDIES, AND VOCATIONAL EDUCATION), BOTH GRADE LEVEL AND SUBJECT MATTER RATIONALES ARE DIVIDED INTO SEPARATE CONCEPTUAL PATTERNS TO BE INTRODUCED, DEVELOPED, AND EMPHASIZED. BEHAVIORAL OBJECTIVES, CLASSROOM ACTIVITIES, LISTS OF RESOURCES FOR ACTIVITIES, EVALUATION PROCEDURES, AND SUGGESTED CURRICULUM CONSIDERATIONS, WHICH WERE DEVELOPED BY INSTITUTE PARTICIPANTS, ACCOMPANY EACH CONCEPT. MODELS ILLUSTRATING THE SCOPE AND SEQUENCE OF THE 16 BASIC CAREER DEVELOPMENT CONCEPTS THROUGH GRADES K-12, THE THREE COMPONENTS OF CAREER DEVELOPMENT (SELF, WORK WORLD, AND CAREER PLANNING), AND VERTICAL AND HORIZONTAL EXPANSION OF THE CONCEPTS ARE INCLUDED. (AG/SB)

VT 014 820
COMMERCIAL FOODS--PRODUCTION AND MANAGEMENT. A COURSE OF STUDY, SECONDARY--POST SECONDARY.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
MF AVAILABLE IN VT-ERIC SET.
THE CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, 1515 W. SIXTH AVE., STILLWATER, OKLA. 74074 ($10.00)
PUB DATE - 71 444P.

DESCRIPTORS - *OCCUPATIONAL HOME ECONOMICS; *FOOD SERVICE WORKERS; *ENTRY WORKERS; *CURRICULUM GUIDES; TEACHING GUIDES; MANUALS; BIBLIOGRAPHIES; TRANSPARENCIES; SECONDARY GRADES; POST SECONDARY EDUCATION; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; INSTRUCTIONAL MATERIALS; ACHIEVEMENT TESTS; ANSWER KEYS

ABSTRACT - PREPARED BY STATE EDUCATION DEPARTMENT PERSONNEL, UNIVERSITY TEACHER EDUCATORS, AND COMMERCIAL FOODS TEACHERS, THIS COURSE OF STUDY IS DESIGNED TO INSTRUCT THE SECONDARY OR POST-SECONDARY STUDENT IN THE PERSONAL QUALITIES AND JOB COMPETENCIES NECESSARY FOR ENTRY LEVEL EMPLOYMENT AS A FOOD SERVICE WORKER. THE CURRICULUM CONTENT IS DIVIDED INTO NINE AREAS EACH CONSISTING OF ONE OR MORE INSTRUCTIONAL UNITS. EACH INSTRUCTIONAL UNIT CONTAINS THESE COLOR-CODED COMPONENTS: (1) A TERMINAL OBJECTIVE STATING THE SUBJECT MATTER TO BE COVERED AND SPECIFIC OBJECTIVES STATING THE STUDENT PERFORMANCE NECESSARY TO REACH THE TERMINAL OBJECTIVE, (2) SUGGESTED ACTIVITIES FOR THE TEACHER AND STUDENT, (3) INFORMATION SHEETS PROVIDING CONTENT FOR MEETING THE COGNITIVE OBJECTIVES, (4) TRANSPARENCY MASTERS, (5) JOB SHEETS OUTLINING THE SKILLS TO BE LEARNED, (6) ASSIGNMENT SHEETS, (7) PAPER-PENCIL AND PERFORMANCE TESTS, AND (8) ANSWER KEYS. A BIBLIOGRAPHY OF BOOKS IS INCLUDED. (SB)

VT 014 834
BOWERS, JAMES R., COMP.
MARKETING DISTRIBUTIVE EDUCATION (PROJECT TRAINING).

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.
MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM COORDINATING UNIT, P.O. DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($3.50)
PUB DATE - 72 230P.

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *LESSON PLANS; *DISTRIBUTIVE EDUCATION; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *MARKETING; BUSINESS EDUCATION; MERCHANDISING
IDENTIFIERS - MISSISSIPPI

ABSTRACT - DESIGNED TO UTILIZE THE "PROJECT METHOD" OF INSTRUCTION FOR VOCATIONAL MARKETING DISTRIBUTIVE EDUCATION PROGRAMS, THIS GUIDE IS SET UP IN LESSON PLAN FORMAT TO AID QUALIFIED DISTRIBUTIVE EDUCATION TEACHER-COORDINATORS IN CONDUCTING COURSES IN MISSISSIPPI SECONDARY SCHOOLS. CONTENT IS ORGANIZED IN 11 MAJOR UNITS WITH 36 LESSONS, EACH LESSON PROVIDING LESSON NUMBER AND TITLE, RECOMMENDED TIME FOR COVERAGE, REFERENCES, REQUIRED INSTRUCTIONAL MATERIALS, LESSON OUTLINE, TEACHING SUGGESTIONS, AND A SUGGESTED STUDENT PROJECT. A COMPREHENSIVE BIBLIOGRAPHY LISTING THE PUBLISHERS, ADDRESSES, AND COST OF EACH REFERENCE IS ALSO INCLUDED. THE COURSE IS BELIEVED BY DISTRIBUTIVE EDUCATION INSTRUCTORS TO BE APPLICABLE IN OTHER STATES BESIDES MISSISSIPPI. NECESSARY SUPPLEMENTARY REFERENCES ARE LISTED. (AW)

VT 014 843
INDUSTRIAL ARTS EDUCATION FOR LOUISIANA SCHOOLS.

LOUISIANA STATE DEPT. OF EDUCATION, BATON ROUGE.
MF AVAILABLE IN VT-ERIC SET.
BULL-1197
LOUISIANA STATE DEPARTMENT OF EDUCATION, DIVISION OF INDUSTRIAL ARTS, P.O. BOX 44064, BATON ROUGE, LA. 70804
PUB DATE - 71 105P.

DESCRIPTORS - *INDUSTRIAL ARTS; EDUCATIONAL PLANNING; *EDUCATIONAL POLICY; *CURRICULUM DESIGN; TEACHING TECHNIQUES; PROGRAM ADMINISTRATION; ELEMENTARY GRADES; SECONDARY

GRADES; POST SECONDARY EDUCATION; EDUCATIONAL FINANCE; EDUCATIONAL FACILITIES; EDUCATIONAL EQUIPMENT; LABORATORIES; *ADMINISTRATOR GUIDES; *PROGRAM GUIDES
IDENTIFIERS - LOUISIANA

ABSTRACT - PREPARED BY THE VOCATIONAL EDUCATION DIVISION OF THE LOUISIANA STATE DEPARTMENT OF PUBLIC INSTRUCTION, THIS ADMINISTRATOR'S GUIDE PRESENTS MATERIALS ON POLICIES, PROCEDURES, AND INSTRUCTIONAL TECHNIQUES THAT ARE APPLICABLE IN INDUSTRIAL ARTS. THE NEED FOR AN EARLY ORIENTATION TO THE WORLD OF WORK IS EMPHASIZED IN THE PHILOSOPHY OF INDUSTRIAL ARTS AND ITS OBJECTIVES ON ALL LEVELS OF EDUCATION. THE CONTENT, OBJECTIVES, AND PLACEMENT OF INDUSTRIAL ARTS ARE ORGANIZED FOR ITS ADMINISTRATION INTO THREE OPERATIONAL LEVELS, ELEMENTARY, JUNIOR, AND SENIOR HIGH SCHOOLS WITH SUGGESTED TIME ALLOTMENTS, TYPE OF TRAINING, AND PROGRAMS GIVEN FOR EACH LEVEL ORGANIZATION AND ADMINISTRATION OF THE INDUSTRIAL ARTS LABORATORY AND SUGGESTED METHODS OF TEACHING ARE PROVIDED. THE AVAILABILITY OF FEDERAL FUNDS WHICH PERTAIN TO INDUSTRIAL ARTS AND MATERIALS FOR PROMOTING THE PROFESSIONAL POSITION OF INDUSTRIAL ARTS TEACHERS AND ADMINISTRATORS, INCLUDING LEGAL RESPONSIBILITIES AND PROFESSIONAL ORGANIZATIONS, ARE DISCUSSED. SOURCES OF FREE AND INEXPENSIVE TEACHING AIDS, FILMS AND FILMSTRIPS AND BIBLIOGRAPHIES ARE LISTED, COURSE CONTENT OUTLINES AND STEPS FOR PLANNING A LABORATORY ALONG WITH SUGGESTED FLOOR PLANS DESCRIBING THE LOCATION, SIZES AND SHAPES, AND SPACE ALLOCATIONS WITHIN THE INDUSTRIAL ARTS LABORATORY ARE PROVIDED. (MU)

VT 014 844
BEASLEY, GARY F. (COMP)
BIBLIOGRAPHY OF INSTRUCTIONAL MATERIALS OF EXEMPLARY PROJECTS ON CAREER EDUCATION.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAR72 318P.PREPARED FOR THE USOE "COORDINATING CONFERENCE OF STATE-LEVEL AND LOCAL-LEVEL DIRECTORS OF VOCATIONAL EXEMPLARY PROJECTS" DEC 1971

DESCRIPTORS - *CAREER EDUCATION; *BIBLIOGRAPHIES; *INSTRUCTIONAL MATERIALS; *DEVELOPMENTAL PROGRAMS; ELEMENTARY GRADES; SECONDARY GRADES; VOCATIONAL EDUCATION

ABSTRACT - THIS COMPILATION CONTAINS MATERIALS PREPARED BY STATE AND LOCAL DIRECTORS OF 20 VOCATIONAL EXEMPLARY PROJECTS AND REPRESENTS CURRICULUM AND INSTRUCTIONAL MATERIALS BEING USED IN THE EXEMPLARY PROJECTS. BRIEF DESCRIPTIONS OF LOCALLY AND COMMERCIALLY-PRODUCED MATERIALS ON A NUMBER OF CAREER EDUCATION TOPICS FOR VARIOUS GRADE LEVELS ARE INCLUDED. (SB)

VT 014 889
CONSERVATION CAREERS.

SOIL CONSERVATION SOCIETY OF AMERICA, ANKENY, IOWA.
MF AVAILABLE IN VT-ERIC SET.
SOIL CONSERVATION SOCIETY OF AMERICA, 7515 N.E. ANKENY ROAD, ANKENY, IOWA 50021 ($1.50 POSTPAID)
PUB DATE - SEP70 29P.

DESCRIPTORS - *OCCUPATIONAL INFORMATION; *CAREER PLANNING; *CAREER CHOICE; *OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; *CONSERVATION EDUCATION; NATURAL RESOURCES; SOIL CONSERVATION; BIOLOGICAL SCIENCES; PHYSICAL SCIENCES
IDENTIFIERS - CAREER ORIENTATION

ABSTRACT - COMPOSED OF ARTICLES ORIGINALLY PUBLISHED IN THE "JOURNAL OF SOIL AND WATER CONSERVATION," THIS COMPILATION HAS BEEN PREPARED FOR STUDENTS CONTEMPLATING CAREERS IN CONSERVATION, PRACTICING CONSERVATIONISTS, GUIDANCE COUNSELORS, AND OTHERS WHO RECEIVE INQUIRIES ABOUT CAREERS IN CONSERVATION. CONTENTS INCLUDE: (1) "KEEPING EDUCATED" BY K.E. GRANT, (2) "REASSESSING EDUCATION IN NATURAL RESOURCES" BY L.E. PARTAIN, (3) "THE CONSERVATIONIST IN HIS COMMUNITY" BY J.R. JOHNSTON, (4) "RECRUITING TOMORROWS CONSERVATION MANPOWER TODAY" BY B. VETTER, (5) "TRAINING IN SOIL AND WATER CONSERVATION FOR FOREIGN NATIONALS" BY J.B. ROGERS AND B.A. MURRAY, (6) "EDUCATING THE PUBLIC IN NATURAL RESOURCES" BY C. SCHOENFIELD, AND (7) SEVERAL ARTICLES DEALING WITH SOIL AND WATER CONSERVATIONISTS, SOIL SCIENTISTS, RESOURCE MANAGERS, RESOURCE ECONOMISTS, RESOURCE ADMINISTRATORS, PLANT SCIENTISTS, AND FISH AND WILDLIFE BIOLOGISTS. (SB)

VT 014 890
CAREY, E. NIEL;JONES, OTHO E.
CAREER DEVELOPMENT RESOURCE NOTEBOOK. WORKING DRAFT. A COMPONENT OF THE MARYLAND CAREER DEVELOPMENT PROJECT (K-ADULT).

MARYLAND STATE DEPT. OF EDUCATION, BALTIMORE. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 102P.

DESCRIPTORS - *CAREER EDUCATION; *PROGRAM DEVELOPMENT; *PROGRAM PLANNING; ADMINISTRATIVE PERSONNEL; GUIDELINES; ADMINISTRATOR EDUCATION; *VOCATIONAL DEVELOPMENT; MODELS; CAREER PLANNING; EDUCATIONAL RESEARCH; SECONDARY GRADES; ELEMENTARY GRADES; EDUCATIONAL RESOURCES; *DEVELOPMENTAL PROGRAMS; *ADMINISTRATOR GUIDES
IDENTIFIERS - CAREER DEVELOPMENT; OCCUPATIONAL ORIENTATION

ABSTRACT - COMPILED PRIMARILY FOR LOCAL EDUCATIONAL ADMINISTRATORS AND SUPERVISORS, THIS RESOURCE NOTEBOOK IS DESIGNED TO HELP EDUCATORS UNDERSTAND THE CONCEPT OF CAREER DEVELOPMENT AND ITS IMPLICATIONS FOR EDUCATIONAL PROGRAMS, AND PROVIDE OPERATIONAL MODELS, PLANNING MODELS, RESOURCES, AND INFORMATION TO EDUCATORS AND OTHERS INTERESTED IN PLANNING AND OPERATING CAREER DEVELOPMENT PROGRAMS AND ACTIVITIES. SECTION I INTRODUCES AND DEFINES THE CONCEPT OF CAREER DEVELOPMENT AND OFFERS GUIDELINES FOR IMPLEMENTING THE CONCEPT OF CAREER DEVELOPMENT. SECTION II, CONTAINS TWO CONCEPTUAL MODELS, ONE PROVIDING PRINCIPLES, OBJECTIVES, SUGGESTED PROCEDURES, AND EVALUATION TECHNIQUES FOR AN ELEMENTARY THROUGH SENIOR HIGH SCHOOL CAREER DEVELOPMENT

PROGRAM AND THE OTHER DEPICTING STAGES OF CAREER DEVELOPMENT FROM AGE 5 THROUGHOUT LIFE. SECTION III DESCRIBES THE PLANNING AND IMPLEMENTATION PROCEDURES UTILIZED BY TWO MARYLAND SCHOOL SYSTEMS IN DEVELOPING CAREER DEVELOPMENT PROGRAMS. SECTION IV CONTAINS A PARTIAL LISTING OF ON-GOING AND PLANNED CAREER DEVELOPMENT AND EXPLORATION ACTIVITIES, AND SECTION V CONTAINS A LISTING OF BASIC REFERENCES. (SH)

VT 014 894
HANDBOOK FOR ADMINISTRATORS AND COORDINATORS OF COOPERATIVE VOCATIONAL EDUCATION.

WEST VIRGINIA RESEARCH COORDINATING UNIT FOR VOCATIONAL EDUCATION, HUNTINGTON.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 139P.

DESCRIPTORS - *ADMINISTRATOR GUIDES; *COOPERATIVE EDUCATION; *VOCATIONAL EDUCATION; *PROGRAM PLANNING; *COOPERATIVE PROGRAMS; SECONDARY GRADES; MANUALS; PROGRAM GUIDES; ADVISORY COMMITTEES

ABSTRACT - THIS HANDBOOK WAS PREPARED TO AID SCHOOL ADMINISTRATORS AND TEACHER-COORDINATORS IN THE PLANNING AND OPERATION OF COOPERATIVE VOCATIONAL EDUCATION PROGRAM. CONTENTS PROVIDE GENERAL INFORMATION ON COOPERATIVE VOCATIONAL EDUCATION, FOLLOWED BY: (1) PLANNING ACTIVITIES SUCH AS STUDENT AND COMMUNITY SURVEYS, (2) COORDINATION ACTIVITIES, INCLUDING UTILIZATION OF THE ADVISORY COMMITTEE, ORGANIZING TRAINING STATIONS, DEVELOPING TRAINING AGREEMENTS AND TRAINING PLANS, SELECTING AND SCHEDULING STUDENTS, AND EVALUATION, (3) DEVELOPMENT OF RELATED INSTRUCTION, (4) LEGAL ASPECTS, (5) SELECTED REFERENCES, AND (6) A GLOSSARY OF TERMS. SUGGESTED FORMS, A COORDINATION PLAN, AND A SECTION OF THE STATE PLAN FOR VOCATIONAL EDUCATION ARE APPENDED. (AW)

VT 014 896
EWEN, DALE, AND OTHERS
TECHNICAL PHYSICS.

PARKLAND COMMUNITY COLL., CHAMPAIGN, ILL.
MF AVAILABLE IN VT-ERIC SET.
DALE EWEN, PARKLAND COLLEGE, 2 MAIN STREET, CHAMPAIGN, ILL. 61820 ($4.50 FOR TEXT--1 LAB MANUAL)
PUB DATE - 71 460P.

DESCRIPTORS - *STUDY GUIDES; *TEXTBOOKS; MATHEMATICS; *PHYSICS; TECHNICAL EDUCATION; *INDUSTRIAL EDUCATION; ELECTRICITY; ENGINES; SECONDARY EDUCATION

ABSTRACT - DEVELOPED IN COOPERATION WITH THE ILLINOIS BOARD OF VOCATIONAL EDUCATION AND REHABILITATION AND WITH TECHNICAL HELP FROM PARKLAND COMMUNITY COLLEGE, THIS TEXT AND STUDY GUIDE IS DESIGNED TO EMPHASIZE PHYSICS CONCEPTS AS THEY APPLY TO THE INDUSTRIAL AND TECHNICAL FIELDS. WRITTEN AT A LANGUAGE AND MATHEMATICS LEVEL THAT IS REALISTIC FOR MOST STUDENTS IN VOCATIONAL-TECHNICAL PROGRAMS, THE MATERIAL COVERED CALLS FOR A PREREQUISITE YEAR OF HIGH SCHOOL ALGEBRA OR COMPLETION OF THE TECHNICAL MATHEMATICS PROGRAM. THE TEXT INCLUDES 29 CHAPTERS DEALING WITH: (1) MEASUREMENTS OF AREAS, MATTER, AND FOCUS, (2) LAWS OF PHYSICS AND MATHEMATICS, (3) PRINCIPLES OF SIMPLE MACHINES, AND (4) AN INTRODUCTION TO THE PROPERTIES AND USES OF ELECTRICITY. AN APPENDIX CONTAINS DETAILED INSTRUCTION IN THE USE OF A SLIDE RULE AND TABLES OF WEIGHTS AND MEASURES. PROFUSE LINE DRAWINGS PROVIDE WORKING ILLUSTRATIONS THROUGHOUT THE TEXT. A TEACHER'S GUIDE AND A LABORATORY MANUAL ARE AVAILABLE IN THIS ISSUE AS VT 014 898 AND VT 014 899 RESPECTIVELY. (MU)

VT 014 898
EWEN, DALE, AND OTHERS
TECHNICAL PHYSICS, TEACHER'S GUIDE.

PARKLAND COMMUNITY COLL., CHAMPAIGN, ILL.
MF AVAILABLE IN VT-ERIC SET.
DALE EWEN, PARKLAND COLLEGE, 2 MAIN STREET, CHAMPAIGN, ILL. 61820 (INCLUDED WITH ORDER OF 15 OR MORE TEXTS; SEE VT 014 896)
PUB DATE - 71 31P.

DESCRIPTORS - *TEACHING GUIDES; *PHYSICS; *LABORATORY PROCEDURES; *VOCATIONAL EDUCATION; TECHNICAL EDUCATION; PHYSICAL SCIENCES; TEACHER ATTITUDES; ANSWER KEYS; SECONDARY GRADES; COMMUNITY COLLEGES

ABSTRACT - DESIGNED TO BE USED WITH THE TEXT, "TECHNICAL PHYSICS," AND THE ACCOMPANYING LABORATORY MANUAL, THIS TEACHER'S GUIDE PROVIDES A CHAPTER-BY-CHAPTER DIRECTION OF CLASSROOM ACTIVITIES AND SUGGESTIONS FOR EFFECTIVE TEACHER ATTITUDES IN DEVELOPING A PHYSICS PROGRAM FOR VOCATIONAL TECHNICAL STUDENTS. WITHIN EACH CHAPTER OF A TEXT COMMENTARY ARE TEACHING SUGGESTIONS, NUMBER-KEYED TO THE TEXT, WHICH INCLUDE REASONS FOR THE CONCEPTS FOUND IN THE TEXT AND THE PURPOSES THEY SERVE IN THE AIMS OF THE COURSE. SUGGESTED FILMS ARE LISTED BY TITLE GIVING CATALOG NUMBER, LENGTH OF FILM TIME, AND RENTAL COSTS. LISTS OF SUGGESTED EQUIPMENT AND ANSWERS TO PROBLEMS FROM BOTH THE TEXT AND MANUAL ARE PROVIDED. THE TEXTBOOK AND LABORATORY MANUAL ARE AVAILABLE IN THIS ISSUE AS VT 014 896 AND VT 014 899. (MU)

VT 014 899
EWEN, DALE, AND OTHERS
TECHNICAL PHYSICS, LABORATORY.

PARKLAND COMMUNITY COLL., CHAMPAIGN, ILL.
MF AVAILABLE IN VT-ERIC SET.
DALE EWEN, PARKLAND COLLEGE, 2 MAIN STREET, CHAMPAIGN, ILL. 61820 ($4.50 FOR TEXT AND LAB MANUAL)
PUB DATE - 71 193P.

DESCRIPTORS - *LABORATORY MANUALS; *LABORATORY PROCEDURES; LABORATORY TECHNIQUES; *PHYSICS; *LABORATORY EXPERIMENTS; LABORATORY EQUIPMENT; SECONDARY GRADES; COMMUNITY COLLEGES; *VOCATIONAL EDUCATION

ABSTRACT - THIS LABORATORY MANUAL IS FOR STUDENT USE WITH THE TEXT, "TECHNICAL PHYSICS," WHICH IS DESIGNED FOR VOCATIONAL TECHNICAL PROGRAMS IN HIGH SCHOOLS AND COMMUNITY COLLEGES. THIRTY-EIGHT LESSONS COVER THE TOOLS USED, THE PRINCIPLES AND LAWS INVOLVED, AND THE CONDUCT OF LABORATORY

EXPERIMENTS IN THE PHYSICS COURSE OF STUDY. THE TEXTBOOK AND TEACHER'S GUIDE ARE AVAILABLE IN THIS ISSUE AS VT 014 896 AND VT 014 898. (MU)

VT 014 900
FIELDS, EDDIE, AND OTHERS
A DEVELOPMENTAL RESOURCE UNIT IN ECONOMICS FOR BUSINESS EDUCATION. BUSINESS-ECONOMIC EDUCATION CURRICULUM DEVELOPMENT WRITING PROJECT, 1971.

OKLAHOMA CITY PUBLIC SCHOOL SYSTEM, OKLA.
MF AVAILABLE IN VT-ERIC SET.
OKLAHOMA CITY PUBLIC SCHOOLS, INSTRUCTIONAL MEDIA DEPARTMENT, ROOM 400-900 N. KLEIN, OKLAHOMA CITY, OKLAHOMA 73106 ($1.00 PLUS POSTAGE)
PUB DATE - 71 51P.

DESCRIPTORS - *TEACHING GUIDES; *BUSINESS EDUCATION; *BOOKKEEPING; *ECONOMICS; *INSTRUCTIONAL MATERIALS; UNIT PLAN; TRANSPARENCIES; SECONDARY GRADES

ABSTRACT - DEVELOPED BY BUSINESS EDUCATION TEACHERS, THIS GUIDE IS DESIGNED PRIMARILY TO AID IN INTRODUCING BASIC ECONOMIC CONCEPTS INTO THE TEACHING OF BOOKKEEPING. THE TEACHING GUIDE PORTION COVERS SIX BASIC ECONOMIC TOPICS, WITH EACH TOPICAL OUTLINE PRESENTING: (1) AN INTRODUCTORY PARAGRAPH, (2) BASIC ECONOMIC IDEA, (3) RELATED ECONOMIC IDEAS, (4) A STUDENT PERFORMANCE OBJECTIVE FOR EACH RELATED ECONOMIC IDEA, (5) SUGGESTED ACTIVITIES FOR EACH RELATED ECONOMIC IDEA, AND (6) SUGGESTED EVALUATIVE PROCEDURES FOR EACH BASIC IDEA. TOPICS INCLUDE: (1) OUR MARKET ECONOMY, (2) MARKETS AND PRICES, (3) MONEY AND BANKING, (4) AUTOMATION, (5) TAXES AND GOVERNMENT SPENDING, AND (6) SAVING AND INVESTMENT. A BIBLIOGRAPHY OF BOOKS, PAMPHLETS, FILMS, AND FILMSTRIPS IS APPENDED, AS WELL AS A SECTION OF PAGES SUGGESTED AS DITTO MASTERS OR TRANSPARENCY MASTERS, KEYED TO THE TEACHING UNITS. (AW)

VT 014 901
CURRICULUM GUIDELINES FOR FIRST YEAR JUNIOR HIGH SCHOOL HOMEMAKING SEVENTH AND/OR EIGHTH GRADE.

OKLAHOMA CITY PUBLIC SCHOOL SYSTEM, OKLA.
DEPT. OF INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 37P.

DESCRIPTORS - HOME ECONOMICS EDUCATION; *HOMEMAKING EDUCATION; JUNIOR HIGH SCHOOLS; GRADE 7; GRADE 8; *CURRICULUM GUIDES; *TEENAGERS; INTERPERSONAL RELATIONSHIP; FOODS INSTRUCTION; NUTRITION INSTRUCTION; CLOTHING INSTRUCTION; SEWING INSTRUCTION

ABSTRACT - DEVELOPED BY JUNIOR HIGH SCHOOL HOMEMAKING TEACHERS AND CONSULTANTS AND FIELD TESTED FOR ONE YEAR, THIS PUBLICATION CONTAINS SUGGESTED CURRICULUM CONTENT FOR A 1-YEAR SEVENTH OR EIGHTH GRADE HOME ECONOMICS PROGRAM. CONCEPTS, BEHAVIORAL OUTCOMES, GENERALIZATIONS, AND SUGGESTED LEARNING EXPERIENCES ARE PROVIDED FOR THESE CONTENT AREAS: (1) TEENAGE RELATIONSHIPS, (2) TEENAGE FOOD AND NUTRITION, AND (3) TEENAGE CLOTHING. APPENDED ARE CHARTS ILLUSTRATION THE DEVELOPMENTAL CHARACTERISTICS OF FAMILY LIVING, FOODS AND NUTRITION, AND CLOTHING AND APPEARANCE CONTENT AREAS. (SB)

VT 014 902
RECOMMENDED CURRICULUM GUIDELINES FOR SENIOR HIGH SCHOOL HOMEMAKING, NINTH THROUGH TWELFTH YEARS.

OKLAHOMA CITY PUBLIC SCHOOL SYSTEM, OKLA.
DEPT. OF INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
OKLAHOMA CITY PUBLIC SCHOOLS, INSTRUCTIONAL MEDIA DEPARTMENT, ROOM 400-900 NORTH KLEIN, OKLAHOMA CITY, OKLAHOMA 73106 ($.85 PLUS POSTAGE)
PUB DATE - 70 50P.

DESCRIPTORS - HOME ECONOMICS EDUCATION; *HOMEMAKING EDUCATION; *CURRICULUM GUIDES; *SECONDARY GRADES

ABSTRACT - DESIGNED FOR TEACHER USE, THIS PUBLICATION CONTAINS RECOMMENDED CURRICULUM CONTENT FOR THESE HIGH SCHOOL HOME ECONOMICS PROGRAMS: (1) A 1-YEAR GENERAL HOMEMAKING PROGRAM, (2) A 1-YEAR FAMILY LIVING PROGRAM, AND (3) 1 OR 2-SEMESTER COMPREHENSIVE ELECTIVE COURSES IN FAMILY RELATIONS, HUMAN DEVELOPMENT, HOME PLANNING AND DECORATING, FAMILY HEALTH, FOODS AND NUTRITION, AND CLOTHING AND PERSONAL APPEARANCE. EACH 1-YEAR PROGRAM OR ELECTIVE COURSE CONTAINS A BRIEF DESCRIPTION, GRADE LEVEL, PREPREQUISITES, AND SUGGESTED CONTENT FOR THE BASIC CONCEPTS. ALSO PROVIDED ARE EXAMPLES OF TWO EXPANDED UNITS, ONE FOR HUMAN DEVELOPMENT AND THE OTHER FOR HOUSING AND HOME FURNISHINGS. THESE SAMPLE UNITS CONTAIN SUGGESTED CONTENT, LEARNING EXPERIENCES, AND EVALUATION TECHNIQUES. (SB)

VT 014 904
INDUSTRIAL ARTS--AN INTRODUCTION TO LAPIDARY.

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
OKLAHOMA CITY PUBLIC SCHOOLS, INSTRUCTIONAL MEDIA DEPARTMENT, ROOM 400-900 N. KLEIN, OKLAHOMA CITY, OKLAHOMA 73106 ($.80 PLUS POSTAGE)
PUB DATE - 69 45P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL ARTS; *HANDICRAFTS
IDENTIFIERS - *LAPIDARY; JEWELRY MAKING; UTAH

ABSTRACT - UNDER THE LEADERSHIP OF A STATE SPECIALIST FOR INDUSTRIAL ARTS EDUCATION, THE MATERIAL IN THIS GUIDE HAS BEEN DEVELOPED TO BROADEN THE INDUSTRIAL ARTS CRAFTS PROGRAM IN UTAH, AND TO PROVIDE INSTRUCTORS WITH A BASIC KNOWLEDGE OF TOOLS, MATERIALS, AND PROCESSES USED IN THE LAPIDARY INDUSTRY. THE COURSE OUTLINED IS INTENDED FOR ALL AGE LEVELS, AND IS DESIGNED TO GIVE STUDENTS AN OPPORTUNITY TO RECOGNIZE GEMS AND MINERALS, MASTER THE BASIC SKILLS IN THE USE OF LAPIDARY EQUIPMENT, AND GAIN A DEGREE OF PROFICIENCY IN PRODUCING ATTRACTIVE JEWELRY. THE DIVISIONS OF THE COURSE ARE: (1) SAFETY, (2) LAPIDARY OPERATIONS, INCLUDING SAWING, GRINDING, DOPPING, SANDING, AND POLISHING, AND (3) TUMBLED STONE, INCLUDING TUMBLING

OPERATIONS AND CONSIDERATIONS IN TUMBLING ROCKS. INFORMATION ON THE DIFFERENT GEM CUTS, A CATALOG OF MINERALS AND POLISHING HINTS, A LIST OF GEMS AND MINERALS FOUND IN UTAH, CONSUMER VALUES, A COLOR CHART, SUGGESTED EQUIPMENT, AUDIOVISUAL AIDS, RELATED ACTIVITIES, A GLOSSARY OF TERMS, AND A BIBLIOGRAPHY ARE ALSO INCLUDED. (AW)

VT 014 906
PLINE, NANCY
TYPEWRITING, STUDENT MANUAL.

ROCHESTER CITY SCHOOL DISTRICT, N.Y. DEPT. OF TELEVISED INSTRUCTION.;NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF MASS COMMUNICATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 135P.

DESCRIPTORS - *STUDY GUIDES; *TYPEWRITING; OFFICE OCCUPATIONS EDUCATION; *BUSINESS SKILLS; *TYPISTS; BUSINESS SUBJECTS; BUSINESS EDUCATION; *TELEVISED INSTRUCTION

ABSTRACT - INTENDED FOR USE IN CONJUNCTION WITH THE TELEVISED INSTRUCTION SERIES OF THE ROCHESTER CITY SCHOOL DISTRICT, THIS STUDENT MANUAL PROVIDES 42 LESSONS AIMED AT HELPING BEGINNING STUDENTS GAIN A USEFUL TYPEWRITING SKILL. ONCE STUDENTS HAVE GAINED FAMILIARITY WITH THE OPERATION OF THE TYPEWRITER, AND LOCATION OF KEYBOARD LETTERS, NUMBERS, AND SYMBOLS, THEY WILL BE INTRODUCED TO MANY OF THE TOPICS THROUGH TELEVISED LESSONS, AFTER WHICH THEY WILL CONTINUE TO STUDY THE TOPIC THROUGH USE OF THE EXERCISES CONTAINED IN THIS MANUAL. SOME OF THE TOPICS INCLUDED ARE: (1) HORIZONTAL AND VERTICAL CENTERING, (2) OUTLINES, (3) POSTCARDS, (4) PROOFREADING MARKS, (5) PERSONAL AND BUSINESS LETTERS, (6) ENVELOPES, (7) CARBON COPIES, (8) TYPING BUSINESS FORMS, (9) MANUSCRIPT TYPING, (10) ERASING AND CORRECTING ERRORS, AND (11) CLEANING THE TYPEWRITER AND CHANGING THE RIBBON. SUGGESTIONS FOR USING THE MANUAL ARE PROVIDED, AND A REFERENCE GUIDE FOR BUSINESS LETTERS AND TABULATION AND MANUSCRIPT REFERENCE SHEETS ARE ALSO INCLUDED. (AW)

VT 014 912
BARLOW, MIKE, AND OTHERS
A DEVELOPMENTAL RESOURCE UNIT IN ECONOMICS FOR BUSINESS EDUCATION--GENERAL BUSINESS. BUSINESS-ECONOMIC EDUCATION CURRICULUM DEVELOPMENT WRITING PROJECT, 1971.

OKLAHOMA CITY PUBLIC SCHOOL SYSTEM, OKLA.
MF AVAILABLE IN VT-ERIC SET.
OKLAHOMA CITY PUBLIC SCHOOLS, INSTRUCTIONAL MEDIA DEPARTMENT, ROOM 4C0-900 N. KLEIN, OKLAHOMA CITY, OKLAHOMA 73106 ($1.10 PLUS POSTAGE PREPAID)
PUB DATE - 71 92P.

DESCRIPTORS - *BUSINESS EDUCATION; CONCEPT TEACHING; *CURRICULUM GUIDES; *ECONOMICS; CURRICULUM DEVELOPMENT; *RESOURCE MATERIALS; *INTEGRATED ACTIVITIES; STUDENT EVALUATION; TEACHING TECHNIQUES; BUSINESS; TEACHING GUIDES

ABSTRACT - RESULTING FROM THE CURRICULUM DEVELOPMENT WRITING PROJECT, THIS CURRICULUM GUIDE WAS PREPARED TO HELP TEACHERS INTEGRATE ECONOMIC CONCEPTS INTO THE TEACHING OF GENERAL BUSINESS AND TO SUPPLEMENT THE GENERAL TEXTBOOKS PRESENTLY BEING USED. EACH SECTION CONTAINS A RESOURCE LISTING OF FILMS, FILMSTRIPS, BOOKS, PAMPHLETS, AND TRANSPARENCY MASTERS AND IS ARRANGED WITH CLASSROOM ACTIVITIES, EVALUATION, AND REFERENCES SO THAT SECTIONS CAN BE TAUGHT AS INDIVIDUAL UNITS. TOPICS COVERED INCLUDE: (1) THE BASIC ECONOMIC PROBLEM, (2) THE U.S. MARKET ECONOMY, (3) COMPETITION, (4) GROSS NATIONAL PRODUCT, (5) THE BUSINESS CYCLE, (6) MONEY AND BANKING, (7) LABOR, (8) INSURANCE, (9) PROBLEMS OF A GROWING ECONOMY, (10) ECONOMIC CONDITIONS IN THE LOCAL COMMUNITY. (JS)

VT 014 917
PROGRAM GUIDELINES FOR PRE-VOCATIONAL EDUCATION IN AGRICULTURAL OCCUPATIONS: PART I (INTRODUCTION AND 6TH GRADE GUIDE), PART II (7TH GRADE GUIDE),, AND PART III (8TH GRADE GUIDE). WORKING DRAFT.

FLORIDA UNIV., GAINESVILLE. DEPT. OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION.;FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE. AGRICULTURAL EDUCATION SECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 74P.

DESCRIPTORS - *CURRICULUM GUIDES; *PREVOCATIONAL EDUCATION; *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *MIDDLE SCHOOLS; INTERMEDIATE GRADES; OCCUPATIONAL INFORMATION; RESOURCE MATERIALS; VOCATIONAL DEVELOPMENT; UNITS OF STUDY (SUBJECT FIELDS); *AGRICULTURAL OCCUPATIONS

ABSTRACT - PREPARED BY VOCATIONAL AGRICULTURE TEACHERS, THIS PUBLICATION CONTAINS GUIDELINES FOR TEACHER USE IN IMPLEMENTING A 3-YEAR PREVOCATIONAL AGRICULTURE EDUCATION PROGRAM TO INTRODUCE THE STUDENT TO THE WORLD OF WORK IN AGRICULTURE. THE MATERIAL INCLUDES CONTENT OUTLINES, REFERENCES, AND TEACHING RESOURCES FOR A 6-WEEK SIXTH GRADE PROGRAM, A 9-WEEK SEVENTH GRADE PROGRAM, AND A 1-SEMESTER EIGHTH GRADE PROGRAM. (SB)

VT 014 923
BASIC TRAINING PROGRAM FOR BREATH EXAMINER SPECIALIST. INSTRUCTOR'S LESSON PLANS.

DUNLAP AND ASSOCIATES, INC., DARIEN, CONN.
DEPARTMENT OF TRANSPORTATION, WASHINGTON, D.C. NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 5003-0044; TD 8.8:B74/2, $3.00)
PUB DATE - JUL71 456P.

DESCRIPTORS - *LESSON PLANS; *GUIDELINES; *TEACHING GUIDES; *TRAFFIC SAFETY; *LAW ENFORCEMENT; ALCOHOLISM; LEGAL RESPONSIBILITY; MOTOR VEHICLES; LAW; ADULT VOCATIONAL EDUCATION; EQUIPMENT UTILIZATION; COURSE OBJECTIVES; COURSE DESCRIPTIONS
IDENTIFIERS - *BREATH EXAMINER SPECIALIST

ABSTRACT - PART OF A 3-PART PROGRAM PREPARED FOR THE NATIONAL HIGHWAY SAFETY ADMINISTRATION, U.S. DEPARTMENT OF

TRANSPORTATION. THESE LESSON PLANS ARE DESIGNED TO AID THE INSTRUCTOR IN CONDUCTING A BASIC TRAINING COURSE FOR THE BREATH EXAMINER SPECIALIST. THE GUIDE CONTAINS COURSE INFORMATION, INSTRUCTOR QUALIFICATIONS, EVALUATION SUGGESTIONS, DETAILED LESSON PLANS, GUIDELINES FOR DEVELOPING WRITTEN TEST MATERIALS, HINTS FOR EFFECTIVE TEACHING, AND RECOMMENDED STUDENT WORK FORMS FOR SPECIFIC LESSONS. THE 17 LESSON PLANS ARE ARRANGED UNDER THREE GROUPS: (1) COURSE BACKGROUND, SUSPECT PROCESSING, AND COURT TESTIMONY (10 LESSONS), (2) BREATH EQUIPMENT THEORY, OPERATION, AND LABORATORY (FOUR LESSONS), AND (3) TRAINEE REVIEW AND EVALUATION (THREE LESSONS). A BIBLIOGRAPHY IS APPENDED. THE OTHER TWO DOCUMENTS IN THE TRAINING PROGRAM ARE THE COURSE GUIDE (VT 014 925), AND THE STUDENT STUDY GUIDE (VT 014 924), BOTH AVAILABLE IN THIS ISSUE. (AW)

VT 014 924
BASIC TRAINING PROGRAM FOR BREATH EXAMINER SPECIALIST. STUDENT STUDY GUIDE.

DUNLAP AND ASSOCIATES, INC., DARIEN, CONN. DEPARTMENT OF TRANSPORTATION, WASHINGTON, D.C. NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 5003-0045; TD 8.8: 874/3, $1.00)
PUB DATE - JUL71 73P.

DESCRIPTORS - *STUDY GUIDES; ALCOHOLISM; *DRIVER EDUCATION; *TRAFFIC SAFETY; *LAW ENFORCEMENT; *ADULT VOCATIONAL EDUCATION; LAWS; LEGAL RESPONSIBILITY; MOTOR VEHICLES; EQUIPMENT UTILIZATION; SCIENTIFIC CONCEPTS
IDENTIFIERS - *BREATH EXAMINER SPECIALIST

ABSTRACT - PART OF A 3-PART PROGRAM PREPARED FOR THE NATIONAL HIGHWAY SAFETY ADMINISTRATION, U.S. DEPARTMENT OF TRANSPORTATION, THIS STUDY GUIDE IS DESIGNED TO SERVE AS A REFERENCE SOURCE FOR STUDENTS ENROLLED IN TRAINING COURSES FOR BREATH EXAMINER SPECIALISTS. THE GUIDE INCLUDES SPECIALLY-PREPARED STUDY MATERIALS, AS WELL AS OTHERS WHICH MUST BE PREPARED AND INSERTED BY LOCAL TRAINING ESTABLISHMENTS. CONTENTS COVER: (1) COURSE INFORMATION, (2) SCIENTIFIC CONCEPTS, (3) ALCOHOL, (4) PROCESSING THE SUSPECT, (5) LEGAL ASPECTS, (6) THE COURT CASE, (7) BREATH EQUIPMENT, AND (8) REFERENCES. THE OTHER TWO DOCUMENTS IN THE TRAINING PROGRAM ARE THE COURSE GUIDE (VT 014 925) AND THE INSTRUCTOR'S LESSON PLANS (VT 014 923), BOTH AVAILABLE IN THIS ISSUE. (AW)

VT 014 925
BASIC TRAINING PROGRAM FOR BREATH EXAMINER SPECIALIST. COURSE GUIDE.

DUNLAP AND ASSOCIATES, INC., DARIEN, CONN. DEPARTMENT OF TRANSPORTATION, WASHINGTON, D.C. NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 5003-0046; TD 8.8:874, $.60)
PUB DATE - JUL71 31P.

DESCRIPTORS - GUIDELINES; *CURRICULUM GUIDES; *PROGRAM GUIDES; ALCOHOLISM; DRIVER EDUCATION; *TRAFFIC SAFETY; *LAW ENFORCEMENT; ADULT VOCATIONAL EDUCATION; LAWS; LEGAL RESPONSIBILITY; MOTOR VEHICLES; *COURSE DESCRIPTIONS; COURSE OBJECTIVES; COURSE ORGANIZATION; FACILITY GUIDELINES; CURRICULUM PLANNING
IDENTIFIERS - *BREATH EXAMINER SPECIALIST

ABSTRACT - PART OF A 3-PART PROGRAM PREPARED FOR THE NATIONAL HIGHWAY SAFETY ADMINISTRATION, U.S. DEPARTMENT OF TRANSPORTATION, THIS COURSE GUIDE IS DESIGNED TO AID TRAINING ADMINISTRATORS IN PLANNING AND CONDUCTING A BASIC TRAINING COURSE FOR THE BREATH EXAMINER SPECIALIST. THE GUIDE CONTAINS A DETAILED DESCRIPTION OF THE TRAINING PROGRAM; SUGGESTIONS FOR COURSE PLANNING INCLUDING SCHEDULING OF LESSONS, CLASS SIZE, PREREQUISITES FOR STUDENTS AND INSTRUCTORS, TRAINING FACILITIES, AND INSTRUCTOR AND STUDENT REFERENCE MATERIALS; GUIDELINES FOR CONDUCTING THE COURSE; AND RECOMMENDATIONS FOR MEASURING STUDENT ACHIEVEMENT. A BIBLIOGRAPHY IS APPENDED. THE OTHER TWO DOCUMENTS IN THE TRAINING PROGRAM ARE THE INSTRUCTOR'S LESSON PLANS (VT 014 923) AND THE STUDENT STUDY GUIDE (VT 014 924), BOTH AVAILABLE IN THIS ISSUE. (AW)

VT 014 927
REFERENCES AND AIDS IN THE TEACHING OF HOME ECONOMICS AND RELATED OCCUPATIONS.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.;RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. DEPT. OF HOME ECONOMICS.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LAB., RUTGERS UNIV., 41C3 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($.50)
PUB DATE - 71 56P.1971 REVISION

DESCRIPTORS - *HOMEMAKING EDUCATION; *OCCUPATIONAL HOME ECONOMICS; HOME ECONOMICS EDUCATION; *RESOURCE GUIDES; *BIBLIOGRAPHIES; *INSTRUCTIONAL MATERIALS; TEXTBOOKS; FILMS; FILMSTRIPS; REFERENCE BOOKS; ANNOTATED BIBLIOGRAPHIES; EVALUATION CRITERIA

ABSTRACT - DEVELOPED BY UNIVERSITY HOME ECONOMICS TEACHERS, THIS RESOURCE GUIDE CONTAINS RECENT REFERENCES, TEXTBOOKS, AND TEACHING AIDS IN HOME ECONOMICS AND RELATED FIELDS. REFERENCES ARE ARRANGED ALPHABETICALLY BY AUTHOR IN THESE CATEGORIES: (1) GENERAL TEXTBOOKS FOR EARLY, MIDDLE, AND LATE ADOLESCENTS, (2) GENERAL TEACHER AIDS AND REFERENCES, AND (3) SPECIAL AREA TEXTS AND REFERENCES FOR FOODS, NUTRITION, HOUSING, HOME FURNISHINGS, EQUIPMENT, CLOTHING, TEXTILES, GROOMING, CHILD DEVELOPMENT, FAMILY RELATIONS, HOME ECONOMICS PROFESSIONAL CAREERS, AND CAREER DEVELOPMENT IN FAMILY AND HEALTH RELATED OCCUPATIONS. ENTRIES INCLUDE THE AUTHOR(S), TITLE, PUBLISHER AND DATE OF PUBLICATION, PAGINATION, AND AN ANNOTATION FOR THE TEXTBOOKS. APPENDED ARE: (1) EVALUATION GUIDES FOR TEXTBOOKS, REFERENCES, FILMS, AND FILMSTRIPS, AND (2) SOURCES AND ADDRESSES FOR MAGAZINES AND PROFESSIONAL PERIODICALS, FILMS, AND FILMSTRIPS, TEACHING AIDS, AND PUBLISHERS OF TEXTBOOKS AND TEACHER

REFERENCES. (SB)

VT 014 929
DUPLANTIS, ERNEST P.
CLIMATE CONTROL--SECONDARY SCHOOL COURSE GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LAB., RUTGERS UNIV., 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50)
PUB DATE - MAR72 244P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AIR CONDITIONING; REFRIGERATION; *TEACHING GUIDES; AIR FLOW; LEARNING ACTIVITIES; REFRIGERATION MECHANICS; SECONDARY GRADES

ABSTRACT - DEVELOPED BY HIGH SCHOOL TEACHERS, THIS TEACHING GUIDE IS FOR A 2-YEAR HIGH SCHOOL PROGRAM IN AIR CONDITIONING. MAJOR SECTIONS ARE: (1) BASIC ELECTRICITY, (2) REFRIGERATION, (3) COMMERCIAL REFRIGERATION, (4) YEAR ROUND AIR CONDITIONING, (5) AIR DISTRIBUTION, (6) CONTROLS, (7) TROUBLE SHOOTING, AND (8) CUSTOMER RELATIONS. THE UNITS IN EACH SECTION CONTAIN OBJECTIVES, SUGGESTED TOOLS AND MATERIALS, UNIT OUTLINES, AND SUGGESTED LABORATORY, SHOP, AND STUDENT ACTIVITIES. (SB)

VT 014 930
LOCAL SUPERVISION OF AGRICULTURAL EDUCATION PROGRAMS IN OHIO.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 17P.

DESCRIPTORS - AGRICULTURAL EDUCATION; *VOCATIONAL AGRICULTURE; *SUPERVISOR GUIDES; *PROGRAM ADMINISTRATION; *ADMINISTRATOR ROLE; *ADMINISTRATOR RESPONSIBILITY; AREA VOCATIONAL SCHOOLS

ABSTRACT - THE PRIMARY FUNCTION OF THE LOCAL SUPERVISOR OF AGRICULTURAL EDUCATION IS TO IMPROVE INSTRUCTION FOR HIGH SCHOOL AND ADULT STUDENTS ENROLLED IN APPROVED LOCAL OR AREA VOCATIONAL EDUCATION PROGRAMS IN AGRICULTURE. IN ORDER TO MEET THIS AND OTHER OBJECTIVES, THE SUPERVISOR MUST PERFORM SEVERAL DUTIES AND RESPONSIBILITIES WHICH FALL UNDER THESE CATEGORIES: (1) PROGRAM ADMINISTRATION, (2) CLASSROOM MANAGEMENT AND PROCEDURES, (3) RECRUITMENT, SELECTION, ORIENTATION, AND IMPROVEMENT OF INSTRUCTIONAL STAFF, (4) INSTRUCTIONAL MATERIALS AND EQUIPMENT, (5) COOPERATION WITH OTHER ADMINISTRATIVE PERSONNEL AND TEACHERS, (6) RESEARCH ACTIVITIES, (7) BUDGET PREPARATION, (8) PUBLIC RELATIONS, (9) GUIDANCE SERVICES, (10) PROGRAM EVALUATION, (11) STUDENT EVALUATION, AND (12) STUDENT TEACHER EDUCATION. SOME GUIDELINES FOR COOPERATION BETWEEN STATE EDUCATION STAFF AND LOCAL ADMINISTRATORS AND FOR COORDINATION OF LOCAL AGRICULTURAL EDUCATION PROGRAMS WITH THOSE IN THE AREA VOCATIONAL CENTER ARE INCLUDED. (SB)

VT 014 932 ED 061 435
COOPERATIVE EDUCATION GENERAL RELATED INSTRUCTIONAL UNITS.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - JUN70 162P.JUNE 1970 REVISION.

DESCRIPTORS - *STUDY GUIDES; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *COOPERATIVE EDUCATION; YOUTH CLUBS; CAREER PLANNING; *VOCATIONAL ADJUSTMENT; HUMAN RELATIONS; WORKBOOKS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA; FUTURE HOMEMAKERS OFAMERICA; FHA; DISTRIBUTIVE EDUCATION CLUBS OF AMERICA; DECA; FUTURE FARMERS OF AMERICA; FFA

ABSTRACT - RESULTING FROM THE EFFORTS OF TEACHER-COORDINATORS IN A 3-WEEK WORKSHOP, THIS STUDY GUIDE WAS DESIGNED TO HELP STUDENT-TRAINEES ADJUST TO THE MANY FACTORS OF THE WORLD OF WORK. INCLUDING MATERIAL USEFUL IN A GENERAL RELATED CLASS, THE STUDY GUIDE IS ARRANGED IN THE FOLLOWING 10 UNITS: (1) INTRODUCTION TO COOPERATIVE EDUCATION, (2) YOUTH CLUBS AND PARLIAMENTARY PROCEDURE, (3) HUMAN RELATIONS, (4) THE RELATIONSHIP BETWEEN HEALTH, SAFETY, AND LABOR LAWS, (5) MANAGING YOUR PERSONAL FINANCES, (6) BUSINESS ORGANIZATION, (7) LABOR-MANAGEMENT, (8) CHOOSING A CAREER, (9) SEEKING EMPLOYMENT, AND (10) STATE COMPENSATION FUND. ALSO, THE STUDY GUIDE IS ORGANIZED TO ALLOW THE TEACHER TO USE THE UNITS IN ANY ORDER HE CHOOSES. ASSIGNMENT SHEETS ARE PROVIDED FOR EACH UNIT. (JS)

VT 014 940
HULLIN, LEROY T.
EXPLORATORY DRAFTING--PRINTING.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 94P.

DESCRIPTORS - *INDUSTRIAL ARTS; BLUEPRINTS; *PRINTING; *LABORATORY MANUALS; GRADE 9; TECHNICAL ILLUSTRATION; SCHOOL SHOPS; VOCATIONAL EDUCATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND DRAFTING INSTRUCTORS, THIS PUBLICATION IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO DRAFTING. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) DRAFTING FOR THE PRINT SHOP STUDENT, WITH LESSONS ON LETTERING STYLES, PROFESSIONAL CARDS, LETTERHEAD DESIGN, CENTER OF BALANCE, PAPER SIZE, AND BORDER DESIGN. ARRANGED IN A STEP-BY-STEP FORMAT EACH ILLUSTRATED LESSON

CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACHIEVE THE OBJECTIVE. (SB)

VT 014 942
HULLIN, LEROY T.
EXPLORATORY DRAFTING--COMMERCIAL ART.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 103P.

DESCRIPTORS - *DRAFTING; *INDUSTRIAL ARTS; BLUEPRINTS; *LABORATORY MANUALS; *COMMERCIAL ART; TECHNICAL ILLUSTRATION; SCHOOL SHOPS; GRADE 9

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS, THIS PUBLICATION IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO DRAFTING FOR COMMERCIAL ARTS. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) DRAFTING FOR COMMERCIAL ART, WITH LESSONS ON ORTHOGRAPHIC AND ISOMETRIC DRAWING, FREEHAND SKETCHING, SHADING, AND SECTIONAL VIEW. ARRANGED IN A STEP-BY-STEP FORMAT, EACH ILLUSTRATED LESSON CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACHIEVE THE OBJECTIVE. (SB)

VT 014 943
HULLIN, LEROY T.
EXPLORATORY DRAFTING--ELECTRONICS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 92P.

DESCRIPTORS - *DRAFTING; *ELECTRONICS; *INDUSTRIAL ARTS; SCHOOL SHOPS; *LABORATORY MANUALS; BLUEPRINTS; TECHNICAL ILLUSTRATION; GRADE 9; VOCATIONAL EDUCATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALIST, THIS MANUAL IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO ELECTRONIC DRAFTING. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) ELECTRONIC DRAFTING, WITH LESSONS ON ELECTRONIC SYMBOLS, SERIES AND PARALLEL CIRCUIT, BLACK AND SCHEMATIC DIAGRAM, AND BASIC PRINTED CIRCUITS. ARRANGED IN A STEP-BY-STEP FORMAT, EACH ILLUSTRATED LESSON CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS REQUIRED TO ACHIEVE THE OBJECTIVE. (SB)

VT 014 944
HULLIN, LEROY T.
EXPLORATORY DRAFTING--CARPENTRY.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 93P.

DESCRIPTORS - *DRAFTING; *CARPENTERS; *INDUSTRIAL ARTS; SCHOOL SHOPS; GRADE 9; *LABORATORY MANUALS; BLUEPRINTS; TECHNICAL ILLUSTRATION; VOCATIONAL EDUCATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS, THIS MANUAL IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO CARPENTRY DRAFTING. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) CARPENTRY DRAFTING, WITH LESSONS ON TRIANGULAR SCALE, ELEVATION AND PLAN VIEWS, STRUCTURAL MEMBERS, STYLES OF ROOFS, AND ROOF PITCH. ARRANGED IN A STEP-BY-STEP FORMAT, EACH ILLUSTRATED UNIT CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACCOMPLISH THE OBJECTIVE. (SB)

VT 014 945
HULLIN, LEROY T.
EXPLORATORY DRAFTING--AUTO BODY REPAIR.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 94P.

DESCRIPTORS - *DRAFTING; *AUTO BODY REPAIRMAN; *INDUSTRIAL ARTS; SCHOOL SHOPS; *LABORATORY MANUALS; BLUEPRINTS; TECHNICAL ILLUSTRATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS, THIS MANUAL IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO DRAFTING FOR AUTO BODY REPAIR. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) DRAFTING FOR AUTO BODY REPAIRMAN, WITH UNITS ON WELDED JOINTS, FRENCH CURVES, BODY PANEL, AND SPRAY PAINTING. ARRANGED IN A

STEP-BY-STEP FORMAT, EACH ILLUSTRATED LESSON CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACCOMPLISH THE OBJECTIVE. (SB)

VT 014 950
ADVANCED NURSE ASSISTANT. A COURSE OF STUDY, SECONDARY--POST SECONDARY.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
MF AVAILABLE IN VT-ERIC SET.
THE CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, 1515 W. SIXTH AVE., STILLWATER, OKLA. 74074 ($10.00)
PUB DATE - 71 304P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *CURRICULUM GUIDES; SECONDARY GRADES; POST SECONDARY EDUCATION; *NURSES AIDES; *BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; ANSWER KEYS; ACHIEVEMENT TESTS; STUDENT EVALUATION

ABSTRACT - DEVELOPED BY AN INSTRUCTIONAL MATERIALS CENTER, THIS COURSE OF STUDY CONTAINS UNITS DESIGNED FOR USE AT THE SECONDARY OR POST-SECONDARY LEVEL TO TRAIN THE SENIOR NURSE ASSISTANT TO ASSUME GREATER RESPONSIBILITY FOR PATIENT CARE. MAJOR CURRICULUM AREAS ARE: (1) ORIENTATION, (2) MEDICAL ASEPSIS, WITH UNITS ON SURGICAL ASEPSIS, METHODS OF STERILIZATION, AND SURGICAL EQUIPMENT AND SUTURES, (3) MATERNITY AND INFANT CARE, WITH UNITS ON ADMISSION AND ANTE-PARTUM CARE, PREPARING FOR DELIVERY, ASSISTING IN THE DELIVERY ROOM, POSTPARTUM CARE OF THE MOTHER, INFANT CHARACTERISTICS, CARE OF THE INFANT, FEEDING THE BABY, AND WORKING IN THE NURSERY, AND (4) EMERGENCY CARE, WITH UNITS ON FIRST AID CARE, HEART-LUNG RESUCITATION, EMERGENCY CARE OF CARDIAC PATIENTS, AND TREATMENT FOR RESPIRATORY DISTRESS. EACH UNIT CONTAINS THESE COLOR-CODED SECTIONS: (1) A TERMINAL OBJECTIVE STATING THE SUBJECT MATTER TO BE COVERED AND SPECIFIC OBJECTIVES STATING STUDENT PERFORMANCE NECESSARY TO REACH THE TERMINAL OBJECTIVE, (2) SUGGESTED ACTIVITIES FOR BOTH THE TEACHER AND THE STUDENT, (3) INFORMATION SHEETS, WHICH PROVIDE CONTENT ESSENTIAL TO MEETING THE COGNITIVE OBJECTIVES, (4) JOB SHEETS, WHICH PROVIDES DIRECTIONS FOR ACQUIRING SKILLS, (5) ASSIGNMENT SHEETS, (6) PAPER-PENCIL AND PERFORMANCE TESTS, AND (7) ANSWER KEYS. (SB)

VT 014 959
ADVANCED TRAINING PROGRAM FOR EMERGENCY MEDICAL TECHNICIANS--AMBULANCE.

NATIONAL ACADEMY OF SCIENCES - NATIONAL RESEARCH COUNCIL, WASHINGTON, D.C. DIV. OF MEDICAL SCIENCES.
DEPARTMENT OF TRANSPORTATION, WASHINGTON, D.C. NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION
MF AVAILABLE IN VT-ERIC SET.
DIVISION OF MEDICAL SCIENCES, NATIONAL ACADEMY OF SCIENCES, 2101 CONSTITUTION AVENUE, N.W., WASHINGTON, D.C. 20418
PUB DATE - SEP70 13P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *PROGRAM PLANNING; *GUIDELINES; *EMERGENCY SQUAD PERSONNEL; *TECHNICIANS; COURSE CONTENT

ABSTRACT - THIS PUBLICATION CONTAINS GUIDELINES DERIVED FROM A REVIEW OF SEVERAL PILOT PROGRAMS OFFERING ADVANCED-LEVEL TRAINING FOR AMBULANCE EMERGENCY MEDICAL TECHNICIANS WHICH ARE INTENDED FOR USE IN PLANNING A 3-MONTH TRAINING PROGRAM. GUIDELINES ARE OFFERED FOR: (1) ADMISSION REQUIREMENTS, (2) TRAINING LOCATION, (3) CREATING AN ACADEMIC ENVIRONMENT, (4) SELECTION OF STUDENTS AND TRAINING STAFF, (5) TEACHING TECHNIQUES AND AIDS, (6) STUDENT EVALUATION, AND (7) RECOMMENDED COURSE CONTENT FOR THE 480 HOURS OF DIDACTIC, LABORATORY, CLINICAL, AND FIELD INSTRUCTION. (SB)

VT 014 967
CONSUMER EDUCATION IN THE SCIENCE CURRICULUM.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. CENTER FOR CONSUMER EDUCATION SERVICES.;EDISON TOWNSHIP BOARD OF EDUCATION, N.J.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
MONOG-4
PUB DATE - 72 29P.

DESCRIPTORS - *CONSUMER EDUCATION; *TEACHING GUIDES; *SCIENCE CURRICULUM; SCIENCE EXPERIMENTS; UNIT PLAN

ABSTRACT - THIS PUBLICATION CONTAINS INFORMATION TO BE USED BY SCIENCE TEACHERS IN INCORPORATING CONSUMER EDUCATION LEARNING EXPERIENCES INTO THE SCIENCE CURRICULUM. INCLUDED ARE NUMEROUS LABORATORY IDEAS FOR TESTING PRODUCTS, A SUGGESTED OUTLINE TO USE IN DETERMINING THE PROCEDURE FOR A SCIENTIFIC PRODUCT COMPARISON, AND A SAMPLE INSTRUCTIONAL UNIT COMPARING SHAMPOOS. THE UNIT CONTAINS INFORMATION ABOUT SHAMPOOS AND THE EQUIPMENT AND PROCEDURES NECESSARY TO TEST AND COMPARE THEM. (SB)

VT 014 970
BUSINESS ARITHMETIC 1 AND 2.

FORT WORTH PUBLIC SCHOOLS, TEX.
MF AVAILABLE IN VT-ERIC SET.
CURRIC-BULL-504.1
DEPT. OF CURRICULUM, FT. WORTH PUBLIC SCHOOLS, 3210 W. LANCASTER, FT. WORTH, TEXAS 76107 ($2.50)
PUB DATE - 70 61P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *BUSINESS EDUCATION; BUSINESS SKILLS; *ARITHMETIC; *MATHEMATICS CURRICULUM; MATHEMATICS INSTRUCTION; SECONDARY GRADES; MATHEMATICS

ABSTRACT - PREPARED BY THE DEPARTMENT OF CURRICULUM OF THE FORT WORTH PUBLIC SCHOOLS AND BASED UPON THE CLASSROOM EXPERIENCES OF SKILLED TEACHERS, THIS GUIDE IS STRUCTURED TO PROVIDE HIGH SCHOOL BUSINESS EDUCATION TEACHERS WITH A CURRICULUM PLAN FOR BUSINESS ARITHMETIC THAT IS FLEXIBLE ENOUGH TO MEET THE NEEDS OF DIFFERENT SCHOOLS THROUGHOUT THE CITY, AS WELL AS TO STANDARDIZE INSTRUCTION PRACTICES. THE GUIDE INCLUDES PROVISIONS FOR

A 1-SEMESTER OR A 2-SEMESTER COURSE, AS WELL AS ACTIVITIES PLANNED FOR BASIC STUDENTS, REGULAR STUDENTS, OR MIXED ABILITY GROUPS, AND IT PROVIDES MANY SPECIFIC TEACHING SUGGESTIONS THAT SHOULD BE ESPECIALLY HELPFUL TO THE BEGINNING TEACHER. SUGGESTED TEACHING TOPICS INCLUDE: (1) PERSONAL RECORDS, (2) BUYING PROBLEMS, (3) PERSONAL FINANCE, (4) BORROWING MONEY, (5) TRAVEL AND TRANSPORTATION, (6) TAXES, (7) RETAILER'S BUYING AND SELLING PROBLEMS, (8) PROBLEMS OF THE WHOLESALER, THE MANUFACTURER, AND OF BUSINESS OWNERSHIP, (9) AGRICULTURE AND PETROLEUM INDUSTRIES, AND (10) NUMERATION SYSTEMS AND PROBABILITY. THE GUIDE PROVIDES NUMEROUS REFERENCE AND SUPPLEMENTARY MATERIALS. (AW)

VT 014 984 ED 061 444
ELEMENTARY SCHOOL INDUSTRIAL ARTS INTERACTION TECHNOLOGY FOR CHILDREN. A POSITIVE APPROACH TO EDUCATION FOR A CHANGING SOCIETY.

LOUISIANA STATE DEPT. OF EDUCATION, BATON ROUGE. DIV. OF VOCATIONAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$3.29.
BULL-1207
PUB DATE - 72 77P.

DESCRIPTORS - *RESOURCE GUIDES; PROGRAM GUIDES; *ELEMENTARY EDUCATION; TEACHING TECHNIQUES; RESOURCE MATERIALS; *CAREER EDUCATION; *INDUSTRIAL ARTS; *CURRICULUM DEVELOPMENT; LEARNING ACTIVITIES; BIBLIOGRAPHIES; EDUCATIONAL PHILOSOPHY
IDENTIFIERS - WORLD OF WORK

ABSTRACT - PREPARED BY THE VOCATIONAL EDUCATION DIVISION OF A STATE DEPARTMENT OF EDUCATION AND COMPILED BY INDUSTRIAL ARTS EDUCATORS, THIS RESOURCE GUIDE PROVIDES A CONCEPTUAL BASIS FOR THE ELEMENTARY TEACHER USING INDUSTRIAL ARTS AS A MEANS OF INTRODUCING CHILDREN TO INDUSTRIAL PROCESSES AND ORIENTING THEM TO THE PHYSICAL AND MATERIAL WORLD. INCLUDED IN THE GUIDE ARE MANIPULATIVE ACTIVITIES AND EXPERIENCES THAT WILL HELP TO BROADEN THE CHILD'S KNOWLEDGE ABOUT THE INTERDEPENDENCE OF PEOPLE AND THE WORLD OF WORK AS IT INVOLVES THEM AND THEIR FAMILIES. SEVEN CATEGORIES OF ELEMENTARY INDUSTRIAL ARTS PROGRAMS ARE BRIEFLY OUTLINED: LIMITED AND COMPREHENSIVE CLASSROOM, LABORATORY, TRAVELING TEACHER, MOBILE AND CENTRAL LABORATORY, AND SUMMER SCHOOL ENRICHMENT PROGRAMS. AN EXAMPLE OF A RESOURCE UNIT FOR PRIMARY LEVEL IS GIVEN IN DETAIL INCLUDING: (1) PURPOSES, (2) LEARNING ACTIVITIES, (3) SKILLS DEVELOPED, AND (4) RESOURCE MATERIALS. INCLUDED IN THE GUIDE ARE: (1) A LIST OF SAFETY RULES FOR THE TEACHER, (2) SOURCE OF SUPPLIES, (3) AN EVALUATION CHECKLIST, (4) SUGGESTIONS FOR FURNITURE, (5) AN OUTLINE FOR ORGANIZING INSTRUCTIONAL PLANS AND (6) ONE FOR STUDYING BASIC RAW MATERIALS OF INDUSTRY. (JS/MU)

VT 014 985
DAVIS, BOB;PELLANT, WILLIAM
INSTRUCTIONAL MATERIALS FOR CAREER EDUCATION AND OCCUPATIONAL AND PERSONAL GUIDANCE.

OREGON UNIV., EUGENE. NORTHWEST REGIONAL SPECIAL EDUCATION INSTRUCTIONAL MATERIALS CENTER.
BUREAU OF EDUCATION FOR THE HANDICAPPED (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 42P.

DESCRIPTORS - *CAREER EDUCATION; *INSTRUCTIONAL MATERIALS; *ANNOTATED BIBLIOGRAPHIES; *EDUCATIONAL RESOURCES; *SPECIAL EDUCATION; VOCATIONAL EDUCATION; SECONDARY GRADES

ABSTRACT - THIS ANNOTATED BIBLIOGRAPHY CONTAINS MATERIALS SELECTED TO PROVIDE TEACHERS OF SECONDARY LEVEL SPECIAL EDUCATION STUDENTS WITH A COMPREHENSIVE COLLECTION OF CURRENT INSTRUCTIONAL MATERIALS REVIEWED FOR THEIR APPROPRIATENESS TO CAREER EDUCATION FOR PREVOCATIONAL AND VOCATIONAL SPECIAL EDUCATION STUDENTS. MATERIALS ARE INCLUDED FOR THESE INSTRUCTIONAL AREAS: (1) VOCATIONAL GUIDANCE, (2) CONSUMER EDUCATION, (3) DRIVER EDUCATION, (4) BANKING AND BUDGETING, (5) PERSONAL GUIDANCE, AND (6) READING AND MATH. INFORMATION CONTAINED IN EACH ENTRY INCLUDES THE TITLE, AUTHOR, ACCESSION NUMBER, PUBLISHER, DATE OF PUBLICATION, PRICE, APPROXIMATE READING LEVEL, FORMAT, AND PUBLISHER'S DESCRIPTION. A LISTING OF PUBLISHERS' ADDRESSES IS PROVIDED. (SB)

VT 014 991 ED 062 519
FOR THOSE DEVELOPING WORLD OF WORK RESOURCE UNITS FOR ELEMENTARY SCHOOL TEACHERS.

NORTHERN ILLINOIS UNIV., DE KALB.
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. VOCATIONAL AND TECHNICAL EDUCATION DIV.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - ND 160P.

DESCRIPTORS - *CURRICULUM DEVELOPMENT; *CAREER EDUCATION; VOCATIONAL EDUCATION; LEARNING ACTIVITIES; *RESOURCE GUIDES; *RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; OCCUPATIONAL INFORMATION; BEHAVIORAL OBJECTIVES; PROGRAM DEVELOPMENT; *DEVELOPMENTAL PROGRAMS; ELEMENTARY GRADES; SERVICES; CLASS ACTIVITIES; INDUSTRY
IDENTIFIERS - CAREER AWARENESS; *WORLD OF WORK; AUTHENTIC BASIC LIFE CENTERED EDUCATION MODEL; ABLE MODEL PROGRAM

ABSTRACT - THIS PACKAGE OF PRACTICAL IDEAS COLLECTED BY THE AUTHENTIC BASIC LIFE-CENTERED EDUCATION (ABLE) MODEL PROGRAM SHOULD BE USEFUL FOR TEACHERS AND ADMINISTRATORS WHO ARE REVISING CURRICULUMS AND WRITING CURRICULUM GUIDES FOR THE ELEMENTARY AND INTERMEDIATE LEVEL. SUGGESTED UNITS ARE BASED ON AN "ORGANIZING CENTER CONCEPT" SUCH AS BANKING, BAKING, AND THE TELEPHONE BUSINESS, AND DIVIDED INTO GROUPINGS OF: (1) RESOURCES (ACCESSIBILITY)--WHAT TOOLS, MATERIALS, AND HUMAN TALENT CAN BE USED TO MAKE A UNIT ACCESSIBLE TO THE CHILD, (2) CONTENT (MOBILITY)--HOW CAN THE SUBJECT MATERIAL PULL TOGETHER NEW RELATIONSHIPS FROM PAST STUDIES, OR ENABLE CHILDREN TO ENCOUNTER THE FUNDAMENTAL ACTIVITIES OF THE COMMUNITY, THEIR RELIGION, THEIR CULTURE, AND (3) PERFORMANCE (ACCOMPLISHMENT)--HOW CAN THE CHILD EXPRESS HIMSELF, USE DIFFERENT RESOURCES, AND SHOW OTHERS WHAT HE HAS LEARNED. MATERIALS HAVE

HEEN TESTED, EVALUATED, AND REVISED IN A VARIETY OF CLASSROOM SETTINGS. OTHER MATERIALS PROVIDE INFORMATION ON (1) INTERVIEWING, (2) FIELD TRIPS, (3) STAFF DEVELOPMENT ACTIVITIES, (4) CAREER LATTICES, AND (5) 70 SUGGESTED CLASSROOM ACTIVITIES FOR OCCUPATIONAL EXPLORATION. OBJECTIVES ARE CLEARLY STATED AND ACTIVITIES STRESS USE OF ALL RESOURCES, SUCH AS ROLE-PLAYING, FIELD TRIPS, AND COMMUNITY RESOURCES. (JS)

VT 015 000
CROCKER, MARY WALLACE, AND OTHERS
HOUSING EDUCATION CURRICULUM FOR TENANTS WHO MOVE FROM SUBSTANDARD HOUSING TO MODERN RENT SUPPLEMENT OR PUBLIC HOUSING UNITS.

MISSISSIPPI STATE COLL. FOR WOMEN, COLUMBUS.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG71 117P.

DESCRIPTORS - *LOW INCOME HOUSING; HOME MANAGEMENT; *HOMEMAKING SKILLS; *TEACHING GUIDES; *ADULT EDUCATION; CURRICULUM GUIDES; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; EDUCATIONAL OBJECTIVES; INSTRUCTIONAL AIDS; BIBLIOGRAPHIES; STUDENT MOTIVATION

ABSTRACT - RESULTING FROM A RESEARCH PROJECT IN WHICH SIX HOMEMAKER TRAINING LESSONS WERE DEVELOPED DURING AN ADULT EDUCATION METHODS CLASS IN HOME ECONOMICS AND SUBSEQUENTLY TAUGHT TO A GROUP OF HOMEMAKERS, THIS TEACHING GUIDE CONTAINS LESSONS PLANNED TO MEET SPECIFIC NEEDS AND REQUIREMENTS OF TENANTS WHO MOVE FROM SUBSTANDARD HOUSING TO MODERN RENT SUPPLEMENT OR PUBLIC HOUSING UNITS. THE SIX, 2-HOUR LESSONS EMPHASIZE CONCEPTS SUCH AS FINANCIAL AND CIVIC RESPONSIBILITIES, HOUSEKEEPING, STORAGE, HOME DECORATION, AND RANGE AND REFRIGERATOR USE AND CARE. CONTAINED IN EACH LESSON ARE THE FOLLOWING COMPONENTS: (1) OVERALL OBJECTIVE(S), (2) BEHAVIORAL OBJECTIVES, (3) A CHECK LIST OF DEMONSTRATION SUPPLIES, DISPLAY ITEMS, ILLUSTRATIVE MATERIALS, AND OTHER INSTRUCTIONAL AIDS, (4) HANDOUTS, (5) INSTRUCTOR REFERENCES, (6) MOTIVATIONAL SUGGESTIONS, AND (7) AN OUTLINE OF SUGGESTED LEARNING ACTIVITIES. AN INTRODUCTORY SECTION DESCRIBES DEVELOPMENT ACTIVITIES AND PROVIDES RECOMMENDATIONS FOR SELECTING THE INSTRUCTOR, RECRUITING THE STUDENTS, SIZE AND COMPOSITION OF GROUPS, SPACING AND SEQUENCE OF LESSONS, ASSIGNMENTS, RESOURCES, CHILD CARE, PUBLIC RELATIONS, AND CERTIFICATES. (SB)

VT 015 001
STEPNICH, IVAN C.
BASIC ELECTRICITY STUDY COURSE.

REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, CHICAGO, ILL.
DOCUMENT NOT AVAILABLE FROM EDRS.
REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, 435 NORTH MICHIGAN AVE., CHICAGO, ILLINOIS 60611 ($8.50; WITH 4 TAPE CASSETTES-$20.00; QUANTITY DISCOUNT TO EDUCATIONAL INSTITUTIONS)
PUB DATE - 69

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *STUDY GUIDES; DIAGRAMS; VISUAL AIDS; ACHIEVEMENT TESTS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - PREPARED BY AN ELECTRICAL ENGINEER, THIS DOCUMENT CONTAINS MATERIALS CONCERNING BASIC ELECTRICITY. FOLLOWING AN INTRODUCTION WHICH PROVIDES A BRIEF DISCUSSION OF ELECTRICITY AND DEFINITIONS, TEXTUAL INFORMATION KEYED TO STUDY DIAGRAMS, WORKBOOKS ASSIGNMENTS, AND SHORT TESTS ARE PROVIDED FOR LESSONS COVERING SUCH TOPICS AS: (1) ELECTRICAL FUNDAMENTALS, (2) OHM'S LAW, (3) DIRECT CURRENT - SERIES CIRCUITS, (4) PARALLEL CIRCUITS, (5) WHEATSTONE BRIDGE, (6) MAGNETISM, (7) CURRENT GENERATION, (8) OHM'S LAW FOR ALTERNATING CURRENT (9) TRANSFORMERS, AND (10) POWER TRANSMISSION AND BRANCH CIRCUITS. A MID-TERM EXAMINATION AND REVIEW TEST ARE ALSO INCLUDED. (SB)

VT 015 002
STEPNICH, IVAN C.
CONTROL THEORY AND FUNDAMENTALS STUDY COURSE. PART I.

REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, CHICAGO, ILL.
DOCUMENT NOT AVAILABLE FROM EDRS.
REFRIGERATING ENGINEERS AND TECHNICIANS ASSN., 435 NORTH MICHIGAN AVE., CHICAGO, ILLINOIS 60611 ($8.50; WITH 6 TAPE CASSETTES-$30; QUANTITY DISCOUNT TO EDUCATIONAL INSTITUTIONS)
PUB DATE - 70

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION; *AIR CONDITIONING; *PROGRAMED INSTRUCTION; ACHIEVEMENT TESTS; DIAGRAMS; VISUAL AIDS

ABSTRACT - PREPARED BY AN ELECTRICAL ENGINEER, THIS DOCUMENT IS THE FIRST OF A 2-PART SERIES OF PROGRAMED INSTRUCTIONAL MATERIALS CONCERNING REFRIGERATION AND AIR CONDITIONING. TEXTUAL INFORMATION KEYED TO STUDY DIAGRAMS, WORKBOOK ASSIGNMENTS, AND SHORT TESTS ARE INCLUDED FOR LESSONS COVERING THESE TOPICS: (1) BASIC CONTROL THEORY, (2) TEMPERATURE SENSITIVE POWER ELEMENTS, (3) ELECTRICAL LINKAGES, (4) ACTUATORS AND ELECTRICAL COMPONENTS, (5) RESIDUAL CONTROLS, AND (6) VALVE AND DAMPER THEORY AND SELECTION. A MID-TERM EXAMINIATION COVERING THE SIX LESSONS IS ALSO INCLUDED. PART II IS AVAILABLE AS VT 015 003 IN THIS ISSUE. (SB)

VT 015 003
STEPNICH, IVAN C.
CONTROL THEORY AND FUNDAMENTALS STUDY COURSE. PART II.

REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, CHICAGO, ILL.
DOCUMENT NOT AVAILABLE FROM EDRS.
REFRIGERATING ENGINEERS AND TECHNICIANS ASSN., 435 NORTH MICHIGAN AVE., CHICAGO, ILLINOIS 60611 ($8.50; WITH 4 TAPE CASSETTES-$20.00; EDUCATIONAL QUANTITY DISCOUNT AVAILABLE)
PUB DATE - 70 212P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION; *AIR CONDITIONING; *PROGRAMED INSTRUCTION;

ACHIEVEMENT TESTS; DIAGRAMS; VISUAL AIDS

ABSTRACT - PREPARED BY AN ELECTRICAL ENGINEER, THIS DOCUMENT IS THE SECOND OF A 2-PART SERIES OF PROGRAMMED INSTRUCTIONAL MATERIALS CONCERNING REFRIGERATION AND AIR CONDITIONING. TEXTUAL INFORMATION KEYED TO STUDY DIAGRAMS, WORKBOOK ASSIGNMENTS, AND SHORT TESTS ARE INCLUDED FOR LESSONS COVERING: (1) CENTRAL FAN SYSTEMS, (2) PNEUMATIC CENTRAL SYSTEMS, (3) SOLID STATE FUNDAMENTALS, (4) SOLID STATE CONTROL SYSTEMS, AND (5) FLUIDIC CONTROLS. A REVIEW TEST IS ALSO INCLUDED. PART I IS AVAILABLE AS VT 015 002 IN THIS ISSUE. (SB)

VT 015 004
POLICIES AND GUIDELINES FOR MOTORCYCLE EDUCATION.

NATIONAL COMMISSION ON SAFETY EDUCATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
NATIONAL COMMISSION ON SAFETY EDUCATION, NATIONAL EDUCATION ASSOCIATION, 1201 SIXTEENTH STREET, N.W., WASHINGTON, D.C. 20036 (NEA STOCK NO. 461-13960, $1.00; PAYMENT MUST ACCOMPANY ORDER)
PUB DATE - 70 69P.

DESCRIPTORS - *DRIVER EDUCATION; *SAFETY EDUCATION; TRAFFIC SAFETY; SECONDARY GRADES; *GUIDELINES; *PROGRAM GUIDES; RESOURCE MATERIALS; PROGRAM PLANNING; PROGRAM ADMINISTRATION; *COURSE ORGANIZATION
IDENTIFIERS - *MOTORCYCLE EDUCATION

ABSTRACT - THESE POLICIES AND GUIDELINES SERVE AS STARTING POINTS FOR DEVELOPING INSTRUCTIONAL PROGRAMS AND FOR ESTABLISHING PATTERNS OF ORGANIZATION AND ADMINISTRATION WHICH BEST SERVE THE LOCAL DISTRICT, THE STATE EDUCATION AGENCY, THE TEACHER PREPARATION PROGRAM AND THE STUDENT. VARIOUS ASPECTS OF MOTORCYCLE EDUCATION ARE CONSIDERED, INCLUDING PLANNING, ADMINISTRATION, PERSONNEL, EVALUATION, AND RESOURCE AND LEADERSHIP SUPPORT. RELEVANT FEDERAL SAFETY STANDARDS ARE APPENDED. ROSTERS OF THOSE ATTENDING THE NATIONAL CONFERENCE AND REGIONAL WORKSHOPS OF THE NATIONAL PROJECT ON MOTORCYCLE EDUCATION ARE INCLUDED. (BH)

VT 015 006
MAGISOS, JOEL H.;MCCRACKEN, J. DAVID
HOW TO SET UP A LOCAL INFORMATION SYSTEM.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 6DEC71 22P.PRESENTATION TO THE NATIONAL COUNCIL OF LOCAL ADMINISTRATORS AT THE AMERICAN VOCATIONAL ASSOCIATION CONVENTION (PORTLAND, OREGON, DECEMBER 6, 1971).

DESCRIPTORS - *VOCATIONAL EDUCATION; *INFORMATION SYSTEMS; SPEECHES; *INFORMATION SERVICES; *PROGRAM DEVELOPMENT; PROBLEM SOLVING; EDUCATIONAL RESOURCES; COSTS; *GUIDELINES
IDENTIFIERS - LOCAL INFORMATION SYSTEMS

ABSTRACT - INCLUDED IN THIS DOCUMENT ARE TWO RELATED SPEECHES ON THE USES, FEATURES, AND DEVELOPMENT OF A LOCAL INFORMATION SYSTEM. THE FIRST SPEECH ADDRESSES THREE QUESTIONS: (1) WHAT IS AN INFORMATION SYSTEM? (2) WHAT CAN BE EXPECTED OF AN INFORMATION SYSTEM? AND (3) WHEN WOULD ONE USE AN INFORMATION SYSTEM? THE SECOND SPEECH INCLUDES A DISCUSSION OF INFORMATION SYSTEMS IN TERMS OF MISSION, SCOPE AND OBJECTIVES, INFORMATION RESOURCES, EQUIPMENT AND STAFFING, COMPONENTS AND COSTS, AND EDUCATION OF USERS. POINTS OF SUMMARY COVERED IN THE SPEECHES INCLUDE: (1) LOCAL INFORMATION SYSTEMS SHOULD BE LINKED TO A DOCUMENT-BASED, USER-ORIENTED INFORMATION SYSTEM THAT WILL PROVIDE ACCESS TO VAST RESOURCES ALREADY AVAILABLE, AND (2) LOCAL ADMINISTRATORS SHOULD REFER TO THE "GUIDE FOR A STATE VOCATIONAL-TECHNICAL EDUCATION DISSEMINATION SYSTEM" IN THEIR EFFORTS TO DEVELOP A LOCAL INFORMATION SYSTEM (ED 048 503 OR VT 012 862, ARM FALL 1971). (JS)

VT 015 010
ALMARODE, RICHARD L.
DEVELOPING A HOSPITALITY PROGRAM IN HIGH SCHOOLS (FOOD SERVICE AND LODGING EDUCATION).

COUNCIL ON HOTEL, RESTAURANT, AND INSTITUTIONAL EDUCATION, ITHACA, N.Y.
DOCUMENT NOT AVAILABLE FROM EDRS.
COUNCIL ON HOTEL, RESTAURANT AND INSTITUTIONAL EDUCATION, 1522 K STREET, N.W., WASHINGTON, D.C. 20005 ($5.00)
PUB DATE - DEC70 60P.

DESCRIPTORS - *OCCUPATIONAL HOME ECONOMICS; *PROGRAM GUIDES; *PROGRAM DEVELOPMENT; *GUIDELINES; SECONDARY GRADES; *FOOD SERVICE WORKERS; FOOD SERVICE OCCUPATIONS; FOOD SERVICE INDUSTRY; BIBLIOGRAPHIES

ABSTRACT - PREPARED WITH THE SUPPORT AND REVIEW OF THE NATIONAL ADVISORY COMMITTEE OF THE COUNCIL ON HOTEL, RESTAURANT, AND INSTITUTIONAL EDUCATION, THIS PUBLICATION CONTAINS GUIDELINES FOR USE BY ADMINISTRATORS, TEACHERS, AND INDUSTRY ADVISORY COMMITTEES IN DEVELOPING HIGH SCHOOL COURSES AND PROGRAMS IN FOOD AND LODGING EDUCATION. CHAPTERS COVER: (1) A DISCUSSION OF THE EXPANDING HOSPITALITY AND SERVICE INDUSTRY, INCLUDING THE CHANGES IT HAS UNDERGONE, AND SKILLS AND INTERESTS NEEDED, (2) CONSIDERATIONS IN SELECTING PROGRAM FORMAT, SUCH AS UTILIZING FACILITIES AND FACULTY, TYPES OF OCCUPATIONAL PROGRAMS, AND CURRICULUM DEVELOPMENT, (3) STUDENT SELECTION AND COUNSELING, (4) PROGRAM FUNDING, (5) TEACHER QUALIFICATIONS, RECRUITMENT, SELECTION, AND CERTIFICATION, (6) COOPERATION WITH INDUSTRY AND COMMUNITIES, (7) EVALUATION OF THE PROGRAM, (8) UTILIZING RESOURCES, (9) EXPANDING THE FOOD SERVICE PROGRAM, AND (10) FACILITY REQUIREMENTS AND CURRICULUM CONSIDERATIONS. EQUIPMENT LISTS, FLOOR PLANS, AND SOURCES OF MATERIAL ARE APPENDED, AND A BIBLIOGRAPHY OF INSTRUCTIONAL MATERIALS AND PROGRAM ADMINISTRATION RESOURCES IS PROVIDED. (SB)

VT 015 014
NICOLAI, JOHN H., JR., AND OTHERS
NORTH CAROLINA'S EVALUATION SYSTEM FOR HERD REPRODUCTIVE STATUS. INSTRUCTIONAL MANUAL.

NORTH CAROLINA STATE UNIV., RALEIGH.
AGRICULTURAL EXPERIMENT STATION.
MF AVAILABLE IN VT-ERIC SET.
MISC-EXT-PUB-43
PUB DATE - SEP66 18P.

DESCRIPTORS - *AGRICULTURAL EDUCATION; *MANUALS; *REPRODUCTION (BIOLOGY); CONTRACEPTION; PREGNANCY; *DAIRYMEN; *LIVESTOCK; AGRICULTURAL PRODUCTION; ANIMAL SCIENCE

ABSTRACT - PREPARED BY EXTENSION SPECIALISTS AND UNIVERSITY ANIMAL SCIENCE PERSONNEL, THIS HANDBOOK DESCRIBES A SYSTEM DESIGNED TO INFORM DAIRYMEN OF THEIR HERD'S CURRENT REPRODUCTION RATE AND KEEP THEM AWARE OF INDIVIDUAL PROBLEM ANIMALS. THE METHOD DEVELOPED TO SUPPLY INFORMATION FOR MAKING MANAGEMENT DECISIONS IS BASED ON THE PERCENT OF COWS IN THE HERD OPEN OVER 100 DAYS (PROBLEM COWS) AND THE NUMBER OF DAYS THAT THEY ARE OPEN, AND THE RESULTING MATHEMATICAL VALUE IS REFERRED TO AS THE HERD REPRODUCTIVE STATUS (HRS). THE HANDBOOK INCLUDES: (1) A DISCUSSION OF THE HRS MATHEMATICAL VALUE, (2) INSTRUCTIONS FOR PREPARING THE HRS INFORMATION AND A SAMPLE HRS INPUT CARD, (3) DESCRIPTION OF THE HRS REPORT, AND (4) ANALYSIS OF THE HRS REPORT. SOURCES FOR FURTHER INFORMATION ARE PROVIDED. (SB)

VT 015 016 ED 061 453
BOBBITT, FRANK;LETWIN, LINDA
TECHNIQUES FOR TEACHING DISADVANTAGED YOUTH IN VOCATIONAL EDUCATION.

MICHIGAN STATE UNIV., EAST LANSING. RURAL MANPOWER CENTER.
EDRS PRICE MF-$0.65 HC-$6.58.
SPEC-PAP-14
PUB DATE - DEC71 106P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *TEACHING METHODS; *DISADVANTAGED YOUTH; TEACHER ATTITUDES; SECONDARY GRADES; COUNSELING; STUDENT MOTIVATION; CURRICULUM DEVELOPMENT; PROGRAM EVALUATION; *EDUCATIONAL NEEDS; REFERENCE MATERIALS; *RESOURCE MATERIALS; EDUCATIONAL PROBLEMS; VOCATIONAL EDUCATION TEACHERS; TEACHING TECHNIQUES

ABSTRACT - DEVELOPED THROUGH A COLLEGE CURRICULUM DEPARTMENT, THIS PUBLICATION PROVIDES VOCATIONAL TEACHERS WITH A PRACTICAL REFERENCE ON PROBLEMS RELATING TO EDUCATING DISADVANTAGED STUDENTS. THE UNDERLYING THEME IS THAT THE TEACHER IS THE MAJOR FACTOR IN THE SUCCESS OF ANY PROGRAM FOR THE DISADVANTAGED. SEVERAL ASPECTS OF THE PROBLEM ARE CONSIDERED, INCLUDING: (1) IDENTIFICATION OF THE DISADVANTAGED AND THEIR NEEDS, (2) MOTIVATION, (3) TEACHER STUDENT RELATIONSHIP, (4) COUNSELING, (5) GROUPING DISADVANTAGED STUDENTS, (6) CURRICULUM, (7) TEACHING METHODS, (8) PROGRAM EVALUATION, AND (9) AVAILABLE FEDERAL RESOURCES. (BH)

VT 015 026 ED 061 460
RICHMOND, MARK S., ED.;ADERHOLD, GEORGE W., ED.
NEW ROLES FOR JAILS: GUIDELINES FOR PLANNING.

BUREAU OF PRISONS (DEPT. OF JUSTICE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - JUN69 38P.

DESCRIPTORS - *CORRECTIVE INSTITUTIONS; *INSTITUTIONAL ROLE; PROGRAM PLANNING; *INSTITUTIONAL ADMINISTRATION; PROGRAM DEVELOPMENT; COMMUNITY PROGRAMS; ADMINISTRATIVE PROBLEMS; *GUIDELINES; FACILITY CASE STUDIES

ABSTRACT - ADDRESSED PRIMARILY TO PLANNERS FACING THE CHALLENGE OF CHANGING BOTH THE DIRECTIONS AND SCOPE OF SERVICES PROVIDED BY COMMUNITY JAILS, THIS REPORT DESCRIBES THE TRENDS AND ALTERNATIVE WAYS OF DEALING WITH OFFENDERS WHICH BEAR DIRECTLY ON FUTURE JAIL OPERATIONS. THE REPORT CONSIDERS JAIL FUNCTIONS, ADMINISTRATIVE MODELS, AND PHYSICAL DESIGN. (BH)

VT 015 027 ED 062 522
GUIDELINES FOR PHYSICIAN'S ASSISTANT PROGRAMS IN ILLINOIS.

ILLINOIS INTER-AGENCY TASK FORCE ON HEALTH MANPOWER, CHICAGO.;CHICAGO AREA ALLIED HEALTH MANPOWER, ILL.
EDRS PRICE MF-$0.65 HC-$3.29.
THE INTERIM ORGANIZATION FOR CHICAGO AREA ALLIED HEALTH MANPOWER, 201 NORTH WELLS STREET, CHICAGO, ILLINOIS 60606
PUB DATE - OCT71 63P.

DESCRIPTORS - *PHYSICIANS ASSISTANTS; *GUIDELINES; *PROGRAM DEVELOPMENT; *HEALTH OCCUPATIONS EDUCATION; HEALTH PERSONNEL; CAREER LADDERS; PARAMEDICAL OCCUPATIONS; OCCUPATIONAL MOBILITY; CERTIFICATION
IDENTIFIERS - ILLINOIS

ABSTRACT - DEVELOPED BY A 25-MEMBER COMMITTEE REPRESENTING HEALTH SERVICE INSTITUTIONS, EDUCATIONAL INSTITUTIONS, MANPOWER ORGANIZATIONS, AND PROFESSIONAL GROUPS, THIS PUBLICATION CONTAINS GUIDELINES FOR USE IN DEVELOPING PROGRAMS FOR PHYSICIAN'S ASSISTANTS. SUGGESTIONS ARE MADE FOR: (1) DETERMINING THE ROLE OF THE PHYSICIAN'S ASSISTANT IN RELATION TO OTHER HEALTH PERSONNEL, (2) DEFINING THE TYPES AND ROLES OF PHYSICIAN'S ASSISTANTS, (3) RECRUITING AND TRAINING THE PHYSICIAN'S ASSISTANT AND ASSOCIATE, (4) CAREER PATHWAYS FOR PHYSICIAN'S ASSISTANTS AND OTHER ALLIED HEALTH WORKERS, AND (5) ISSUES OF LICENSURE AND/OR CERTIFICATION. SEVERAL REACTIONS TO THE GUIDELINES ARE APPENDED. (SB)

VT 015 028
POULTRY GRADING MANUAL.

DEPARTMENT OF AGRICULTURE, WASHINGTON, D.C. CONSUMER AND MARKETING SERVICE.
MF AVAILABLE IN VT-ERIC SET.
AGRI-HANDBK-31
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (STOCK NUMBER 0100-1428,A1.76:31/971, $.45)
PUB DATE - MAY71 40P.MAY 1971 REVISION

DESCRIPTORS - STUDY GUIDES; MANUALS; *OFF FARM AGRICULTURAL OCCUPATIONS; *FOOD PROCESSING OCCUPATIONS; *AGRICULTURAL SUPPLY OCCUPATIONS; ANIMAL SCIENCE; *FOOD STANDARDS; *FOOD AND DRUG INSPECTORS

IDENTIFIERS - *POULTRY GRADING

ABSTRACT - PREPARED AS A GUIDE FOR THE UNIFORM APPLICATION OF THE UNITED STATES CLASSES, STANDARDS, AND GRADES OF POULTRY, THIS MANUAL IS DESIGNED TO AID BOTH EXPERIENCED AND NEW POULTRY GRADERS, AS WELL AS TO ASSIST IN TEACHING POULTRY MARKETING. THE MAJOR OBJECTIVE OF THE MANUAL IS TO PROVIDE STUDENT GRADERS WITH SOME KNOWLEDGE OF THE STRUCTURE OF THE BIRD AND THE DIFFERENT CLASSES OF POULTRY AND THE TERMINOLOGY USED TO DESIGNATE THESE CLASSES. CONTENTS COVER: (1) CLASSES OF POULTRY, (2) GRADING OF LIVE POULTRY, (3) GRADING OF DRESSED AND READY-TO-COOK POULTRY AND POULTRY FOOD PRODUCTS, (4) OFFICIAL GRADING AND INSPECTION PROGRAMS, AND (5) PLANNING THE GRADING SCHOOL. THE MANUAL IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS AND DRAWINGS, INCLUDING AN ILLUSTRATION OF THE SKELETAL SYSTEM INDICATING THE POINTS WHERE POULTRY IS CUT INTO PARTS IN ACCORDANCE WITH U.S.D.A. REGULATIONS. (AW)

VT 015 033
VANDERJAGT, GAIL
BIBLIOGRAPHY OF LOW READING LEVEL MATERIALS IN CONSUMER EDUCATION.

ILLINOIS UNIV., URBANA. DIV. OF HOME ECONOMICS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
ILLINOIS TEACHER, DIVISION OF HOME ECONOMICS EDUCATION, 342 EDUCATION BUILDING, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS 61801 ($.75, LIMITED SUPPLY)
PUB DATE - 71 29P.ILLINOIS TEACHER; V15 N2 NOVEMBER-DECEMBER 1971

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *CONSUMER EDUCATION; HOME ECONOMICS EDUCATION; FAMILY LIFE EDUCATION; ECONOMICALLY DISADVANTAGED; LOW INCOME GROUPS; *READING LEVEL; *READING DIFFICULTY; *ACADEMICALLY HANDICAPPED; BOOKS; PERIODICALS; NEWSPAPERS; GOVERNMENT PUBLICATIONS

ABSTRACT - THIS ANNOTATED BIBLIOGRAPHY OF ADULT LOW-READING LEVEL MATERIALS PRESENTS 191 CONSUMER EDUCATION MATERIALS ARRANGED ALPHABETICALLY BY AUTHOR OR TITLE WITHIN EACH OF THE SIX CATEGORIES OF BOOKS, BOOKLETS, LEAFLETS, NEWSPAPERS, PORTIONS OF JOURNALS, AND GOVERNMENT PUBLICATIONS. ENTRIES PROVIDE INFORMATION ON PRICES, PUBLICATION, SUPPLEMENTARY MATERIALS AVAILABLE, AND CALCULATED GRADE LEVEL, AS WELL AS SPECIAL NOTATIONS DESIGNATING MATERIALS AVAILABLE IN SPANISH. EACH ENTRY IS NUMBER CODED TO CORRESPOND TO THE SUBJECT INDEX. ANNOTATIONS DISTINGUISH BETWEEN MATERIALS WHICH SIMPLY STATE INFORMATION AND THOSE USING A HUMAN INTEREST, PERSONAL EXAMPLE, OR READER-INVOLVEMENT APPROACH. A LISTING OF PUBLISHERS' ADDRESSES IS ALSO INCLUDED. (AW)

VT 015 050 ED 062 526
BURNS, WILLIAM E.
PUBLIC SERVICE OCCUPATIONS IN CAREER EDUCATION. SELECTED EXCERPTS AND RECOMMENDATIONS OF THE NATIONAL ADVISORY AND REVIEW COMMITTEE PUBLIC SERVICE OCCUPATIONS CURRICULUM PROJECT.

STATE UNIV. OF NEW YORK, BUFFALO.;CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
VOCATIONAL EDUCATION SERVICES.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - JAN72 34P.

DESCRIPTORS - *CAREER EDUCATION; *CURRICULUM DEVELOPMENT; PROJECTS; VOCATIONAL EDUCATION; SECONDARY EDUCATION; JUNIOR COLLEGES; EDUCATIONAL NEEDS; MODELS; CURRICULUM DESIGN; *GOVERNMENT EMPLOYEES; *DEVELOPMENTAL PROGRAMS; GUIDELINES; *PROGRAM PLANNING
IDENTIFIERS - *PUBLIC SERVICE OCCUPATIONS

ABSTRACT - IN JANUARY 1972, A NATIONAL ADVISORY AND REVIEW CURRICULUM COMMITTEE MET AT THE U.S. OFFICE OF EDUCATION TO: (1) REVIEW A REPORT WHICH WAS TO SERVE AS THE FRAMEWORK WITHIN WHICH THE SECONDARY LEVEL PUBLIC SERVICE OCCUPATIONS CURRICULUM WOULD BE DEVELOPED, (2) DISCUSS THE GENERAL CONCEPTS AND RELATED ISSUES IN PREPARING INDIVIDUALS AND/OR GROUPS FOR EMPLOYMENT IN PUBLIC SERVICE, AND (3) HOLD DISCUSSIONS FOCUSING ON SIX GENERIC QUESTIONS CONCERNING PROJECT IMPLEMENTATION. AS A SUMMARY OF THAT MEETING, THIS REPORT PROVIDES PROJECT STAFF AND CONSULTANTS WITH INSIGHTS INTO THE PROBLEMS OF CAREER DEVELOPMENT FOR PUBLIC SERVICE OCCUPATIONS, AS WELL AS SOLUTIONS TO THOSE PROBLEMS. THE REPORT IS ORGANIZED AROUND SIX KEY ISSUES CONFRONTING PROJECT IMPLEMENTATION. ALSO 36 SPECIFIC RECOMMENDATIONS AND NINE GENERAL RECOMMENDATIONS HAVE BEEN IDENTIFIED TO FURTHER ASSIST IN PROJECT MANAGEMENT AND IMPLEMENTATION. (AUTHOR/JS)

VT 015 052
HANEY, PEGGY H.;THEISS, CYNTHIA
THE PROGRAM ASSISTANT ON THE JOB.

ILLINOIS UNIV., URBANA. DIV. OF HOME ECONOMICS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
ILLINOIS TEACHER, DIVISION OF HOME ECONOMICS EDUCATION, 342 EDUCATION BUILDING, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS 61801 (3 FOR $1.00, LIMITED SUPPLY)
PUB DATE - 71 48P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *NUTRITION; *FAMILY RELATIONSHIP; *CONSUMER EDUCATION; ACADEMICALLY HANDICAPPED; *READING DIFFICULTY; ADULTS

ABSTRACT - THIS NARRATIVE STYLE PUBLICATION TELLS THE STORY OF VARIOUS PARAPROFESSIONALS WITH THE EXPANDED NUTRITION PROGRAM OF THE COOPERATIVE EXTENSION SERVICE. INTENDED TO AID IN CONSUMER EDUCATION FOR LOW READING LEVEL ADULTS, THE NARRATIVE PROVIDES BASIC INFORMATION ON NUTRITION AND FAMILY RELATIONSHIPS, AS WELL AS DESCRIBING THE POSITION AND EXPLAINING THE FUNCTIONS OF A PROGRAM ASSISTANT IN THE SERVICE. THE READING GRADE LEVEL OF THE PUBLICATION IS CALCULATED AT FOURTH AND FIFTH GRADE. NUMEROUS LINE DRAWINGS ILLUSTRATE THE DOCUMENT. (AW)

VT 015 054
DELAWARE GLOSSARY OF TERMS FOR OCCUPATIONAL-

VOCATIONAL EDUCATION.

DELAWARE STATE COLL., DOVER. DEPT. OF DISTRIBUTIVE EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 14P.

DESCRIPTORS - *GLOSSARIES; *VOCABULARY; *VOCATIONAL EDUCATION; *CAREER EDUCATION; *COMMUNICATION (THOUGHT TRANSFER); DEFINITIONS

ABSTRACT - DEVELOPED BY DISTRIBUTIVE EDUCATION INTERNS UNDER THE DIRECTION OF A TEACHER-EDUCATOR, THIS GLOSSARY OF TERMS IS DESIGNED TO PROVIDE A COMMON GROUND FOR COMMUNICATION IN OCCUPATIONAL-VOCATIONAL EDUCATION BY STANDARDIZING TERMINOLOGY IN LOCAL AND STATE INSTRUCTIONAL PROGRAMS. THE PUBLICATION CONSISTS OF MORE THAN 70 TERMS COMMON TO OCCUPATIONAL-VOCATIONAL EDUCATION, ARRANGED ALPHABETICALLY, WITH EACH TERM UNDERLINED FOR CLARITY. (AW)

VT 015 058
BRAUSHER, MILDRED, AND OTHERS
FOOD FOR FITNESS. LESSON GUIDE AND CHARTS.

MISSOURI UNIV., COLUMBIA. EXTENSION DIV.
DEPARTMENT OF AGRICULTURE, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
LG-861-2/71/3M
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201
PUB DATE - FE971 98P.

DESCRIPTORS - *LESSON PLANS; TEACHING GUIDES; INSTRUCTIONAL AIDS; *HOME ECONOMICS EDUCATION; *NUTRITION INSTRUCTION; FOODS INSTRUCTION; HEALTH EDUCATION; TEENAGERS

ABSTRACT - THIS GUIDE PROVIDES SUGGESTED LESSON PLANS FOR USE IN HOLDING TEENAGE GROUP MEETINGS ON "FOOD FOR FITNESS." EACH OF THE NINE LESSONS INCLUDES: (1) PURPOSE, (2) MATERIALS NEEDED, (3) PRESENTATION, (4) SUMMARY, (5) PLANNING FOR NEXT MEETING, (6) REFERENCES, AND (7) ADDITIONAL ACTIVITIES, AS WELL AS SOME SPECIFIC INFORMATION ON FOOD PREPARATION AND NUTRITION. A LESSON CHART SHOWING THE HANDOUTS AND FOOD TO PREPARE WITH EACH LESSON, AND A TEACHER EVALUATION CHART ARE ALSO PROVIDED. EACH HANDOUT IS CODED TO INDICATE THE LESSON WHICH IT ACCOMPANIES. THE PLANS SHOULD BE ADAPTED TO FIT THE NEEDS AND INTERESTS OF THE STUDENT GROUPS. (AW)

VT 015 064
HERBST, J.H.
PLANNING THE CROPPING SYSTEM.

ILLINOIS UNIV., URBANA. VOCATIONAL AGRICULTURE SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VAS-2003B
VOCATIONAL AGRICULTURE SERVICE, 434 MUMFORD HALL, URBANA, ILLINOIS 61801 ($.20)
PUB DATE - 72 17P.

DESCRIPTORS - *AGRICULTURAL PRODUCTION; *FIELD CROPS; *PLANTING; SOIL CONSERVATION; SOIL SCIENCE; AGRICULTURAL EDUCATION; *VOCATIONAL AGRICULTURE; *STUDY GUIDES; SECONDARY EDUCATION; POST SECONDARY EDUCATION

ABSTRACT - PREPARED BY A SUBJECT-MATTER SPECIALIST, THIS STUDY GUIDE IS INTENDED FOR USE BY STUDENTS IN PRODUCTION AGRICULTURE PROGRAMS AT THE SECONDARY OR POST-SECONDARY LEVEL. ARRANGED IN QUESTION-ANSWER FORMAT, CONTENTS INCLUDE: (1) FACTORS TO BE CONSIDERED IN SELECTING A CROPPING SYSTEM, (2) ALTERNATIVE CROPPING SYSTEMS AND EROSION CONTROL PRACTICES, (3) SELECTION OF CROP SEQUENCES TO PREVENT EXCESSIVE SOIL USE, AND (4) FITTING THE CROPPING SYSTEM TO THE FIELD LAYOUT. (BH)

VT 015 065
HERBST, J.H.
SIMPLIFYING WORK IN AN AGRICULTURAL BUSINESS.

ILLINOIS UNIV., URBANA. VOCATIONAL AGRICULTURE SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VAS-6006
VOCATIONAL AGRICULTURE SERVICE, 434 MUMFORD HALL, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS 61801 ($.35)
PUB DATE - 72 28P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; STUDY GUIDES; RESOURCE MATERIALS; *PRODUCTION AGRICULTURE; *AGRICULTURAL EDUCATION; *AGRIBUSINESS; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *WORK SIMPLIFICATION PROCEDURE

ABSTRACT - PREPARED BY A PROFESSOR OF AGRICULTURAL EDUCATION, THIS STUDENT TEXT AND REFERENCE IS FOR USE IN HIGH SCHOOL OR ADULT PRODUCTION AGRICULTURE CLASSES STUDYING AGRICULTURAL BUSINESS. THE 2-TO 8-HOUR UNIT COVERS: (1) DEFINITION OF THE WORK SIMPLIFICATION PROCEDURE, (2) CHARTS THAT CAN BE USED FOR STUDYING VARIOUS JOBS, (3) ILLUSTRATIONS OF WORK SIMPLIFICATION IN A STORE OR OTHER BUSINESS, AND (4) TIMES WHEN IT PAYS TO INVEST IN LABOR-SAVING EQUIPMENT. THE TEXT IS ILLUSTRATED WITH NUMEROUS CHARTS, SKETCHES, AND DIAGRAMS. (AW)

VT 015 066
TROTTER, E.E.;HERBST, J.H.
AGRICULTURAL BUSINESS PROCEDURES.

ILLINOIS UNIV., URBANA. VOCATIONAL AGRICULTURE SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VAS-6004
VOCATIONAL AGRICULTURE SERVICE, 434 MUMFORD HALL, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS 61801 ($.40)
PUB DATE - 72 31P.

DESCRIPTORS - STUDY GUIDES; *SUPPLEMENTARY TEXTBOOKS; RESOURCE MATERIALS; *VOCATIONAL AGRICULTURE; *AGRICULTURAL PRODUCTION; *AGRICULTURAL EDUCATION; UNITS OF STUDY (SUBJECT FIELDS); *AGRIBUSINESS; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; MERCHANDISING; MARKETING

ABSTRACT - PREPARED BY A PROFESSOR AND A GRADUATE ASSISTANT IN AGRICULTURAL EDUCATION, THIS STUDENT TEXT AND REFERENCE IS FOR USE IN HIGH SCHOOL OR POST-HIGH SCHOOL PRODUCTION AGRICULTURE CLASSES STUDYING AGRICULTURAL BUSINESS PROCEDURES. CONTENTS PROVIDE

INFORMATION ON: (1) ORDERING AND RECEIVING MERCHANDISE, (2) DETERMINING SELLING PRICES, (3) USING CREDIT IN AGRICULTURAL BUSINESS, (4) MAKING SALES TICKETS, (5) TAKING INVENTORY, (6) DEVELOPING FINANCIAL STATEMENTS, AND (7) OPERATING ON A CONTRACT BASIS. RECOMMENDED TIME FOR COVERING THE MATERIAL IS 2-8 CLOCK HOURS. SEVERAL SAMPLE FORMS AND RECORDS ARE INCLUDED. (AW)

VT 015 078 ED 063 460
LIBRARY TECHNICAL ASSISTANT: A SUGGESTED TWO-YEAR POST-HIGH SCHOOL CURRICULUM.

TOLEDO UNIV., OHIO. COMMUNITY AND TECHNICAL COLL.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$16.45.
OEC-0-70-4955(357)
PUB DATE - 71 430P.

DESCRIPTORS - EMPLOYMENT QUALIFICATIONS; BEHAVIORAL OBJECTIVES; JOB SKILLS; LABORATORY EQUIPMENT; EDUCATIONAL FACILITIES; POST SECONDARY EDUCATION; GRADE 13; GRADE 14; *CURRICULUM GUIDES; *PROGRAM GUIDES; RESOURCE GUIDES; BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS; *ADMINISTRATOR GUIDES; *LIBRARY TECHNICIANS; CAREER LADDERS; *VOCATIONAL EDUCATION; TECHNICAL EDUCATION
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - EXTENDED LIBRARY RESPONSIBILITIES, STEMMING FROM A KNOWLEDGE EXPLOSION, NECESSITATE THE PLANNING AND MODIFICATION OF POST-SECONDARY LIBRARY TECHNICAL TRAINING. THIS PROGRAM GUIDE DEVELOPED BY TECHNICAL EDUCATION SPECIALISTS AND DESIGNED FOR THE USE OF ADMINISTRATORS AND THEIR ADVISERS, PROVIDES PLANS FOR A POST-SECONDARY, 4-SEMESTER CURRICULUM FOR LIBRARY TECHNICAL ASSISTANTS. GENERAL CONSIDERATIONS OUTLINE PROGRAM PREPARATION AND DISCUSS PREREQUISITES TO BE MET BY ADMINISTRATORS, FACULTY, AND STUDENTS. A CURRICULUM DESCRIPTION INCLUDES AN OUTLINE OF COURSE CONTENTS AND SUGGESTIONS FOR COOPERATIVE EDUCATION AND CONTINUING STUDY. THERE ARE ALSO SUPPLEMENTARY LISTS OF FACILITIES, EQUIPMENT, AND COSTS. FIVE APPENDIXES LIST CAREER LADDERS FROM SELECTED SOURCES, A PRE-TECHNICAL PREREQUISITE SKILL CURRICULUM, NATIONAL SKILLS TESTS, JOURNALS AND PERIODICALS FOR THE TECHNICAL CURRICULUM, AND SOCIETIES AND AGENCIES INVOLVED IN THE EDUCATION OF LIBRARY TECHNICAL ASSISTANTS. THE CURRICULUM DESCRIBED HERE REFLECTS THREE BASIC REQUIREMENTS FOR ANY TECHNICAL POSITION: FUNCTIONAL UTILITY, SPECIALIZED TECHNICAL SKILLS AND PROVISION FOR THEIR APPLICATION, AND CONTINUAL BROADENING OF A BASE OF KNOWLEDGE AND SKILLS. (AG)

VT 015 089
ELECTRONICS 2. INSTRUCTOR'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210
PUB DATE - 72 263P.

DESCRIPTORS - *MANUALS; INSTRUCTIONAL MATERIALS; *LESSON PLANS; INSTRUCTIONAL AIDS; REFERENCE MATERIALS; REVIEW (REEXAMINATION) *ELECTRONICS; *TRADE AND INDUSTRIAL EDUCATION; TEACHING GUIDES; *CAREER EDUCATION; SECONDARY GRADES; MANUFACTURING; COMMUNICATIONS; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; ELECTRONICS INDUSTRY; JOB SKILLS; COURSE CONTENT; TEACHING PROCEDURES
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - WRITTEN BY A HIGH SCHOOL ELECTRONICS TEACHER FOR USE BY INSTRUCTORS, THIS MANUAL PROVIDES THE TEACHER WITH THE MEANS TO COMBINE THEORETICAL INFORMATION WITH PRACTICAL EXPERIENCE FOR BEGINNING ELECTRONICS STUDENTS AT THE SECONDARY LEVEL. THE 122 LESSON PLANS, CORRESPONDING WITH THE STUDY GUIDE FOR STUDENTS, PROVIDE LESSON OBJECTIVES, REVIEW MATERIALS, AND A LESSON OUTLINE FOR EACH STUDY UNIT. A CLASSWORK ACTIVITIES SECTION AND QUESTIONS HELP THE INSTRUCTOR TO DETERMINE WHETHER LESSON OBJECTIVES ARE BEING ACHIEVED AND PERMIT ADDITIONAL INDIVIDUAL INSTRUCTION. A REFERENCE SECTION IN EACH LESSON PLAN GIVES SPECIFIC PAGES IN RECOMMENDED TEXTBOOKS AND LISTS OTHER REFERENCE TEXTS FOR THE USE OF STUDENTS. SPACE IS PROVIDED FOR THE INSTRUCTOR'S NOTES. A LEARNER'S MANUAL (VT 015 088) AND AN EXPERIMENT MANUAL (VT 015 090, ALSO IN THIS ISSUE) USED IN CONJUNCTION WITH THE INSTRUCTOR'S MANUAL. (AG)

VT 015 090
ELECTRONICS 2. EXPERIMENT MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210
PUB DATE - 71 393P.

DESCRIPTORS - *CAREER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL AIDS; LABORATORY EXPERIMENTS; *ELECTRONICS; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; *LABORATORY PROCEDURES; BEHAVIORAL OBJECTIVES; ELECTRONICS INDUSTRY; JOB SKILLS; WORKSHEETS; LABORATORY EQUIPMENT; LEARNING ACTIVITIES; MANUFACTURING; COMMUNICATIONS; *LABORATORY MANUALS
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS LABORATORY MANUAL WAS DEVELOPED BY INSTRUCTORS OF ELECTRONICS AT THE SECONDARY LEVEL AND INTENDED FOR THE USE OF HIGH SCHOOL STUDENTS, WITH AN INSTRUCTOR'S GUIDANCE, IN A BEGINNING 1-YEAR ELECTRONICS COURSE. THE 122 EXPERIMENTS CONSTITUTE A FRAMWORK FOR ADDITIONAL ACTIVITIES, BOTH INSIDE AND OUTSIDE THE CLASSROOM. THE PRIMARY AIM OF THIS MANUAL IS THE DEVELOPMENT OF SKILLS AND ATTITUDES NECESSARY FOR ENTERING AND PROGRESSING IN THE POSITION IN INDUSTRY OF AN ELECTRONICS TECHNICIAN. EACH STUDY UNIT CONTAINS A WORKSHEET STATING OBJECTIVES, LISTING REQUIRED APPARATUS, DESCRIBING BASIC PROCEDURES, AND PROVIDING QUESTIONS FOR REVIEW. THE REVIEW QUESTIONS GAUGE THE DEGREE OF SUCCESS IN ACCOMPLISHING THE OBJECTIVES OF EACH EXPERIMENT. SPACE IS FURNISHED FOR THE

STUDENT'S NOTES. WORKING DIAGRAMS AND TABLES ILLUSTRATE THE TEXT. THIS LABORATORY MANUAL IS USED IN CONJUNCTION WITH THE STUDY GUIDE (VT 015 088) AND INSTRUCTOR'S MANUAL (VT 015 089, AVAILABLE IN THIS ISSUE). (AG)

VT 015 091
NEWBY, HOWARD L.
SECONDARY VOCATIONAL AUTOMOTIVE MECHANICS. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
TRAD-INDUS-EDUC-PUB-9002
CURRICULUM COORDINATING UNIT, DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($2.50)
PUB DATE - 71 198P.1971 REVISION

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; SECONDARY GRADES; PROGRAM CONTENT; EDUCATIONAL METHODS; *STATE CURRICULUM GUIDES; *CAREER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; BIBLIOGRAPHIES; CURRICULUM GUIDES; ADMINISTRATOR GUIDES; REFERENCE MATERIALS; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; TRAINING OBJECTIVES; TEACHING PROCEDURES; ACTIVITY LEARNING; ACTIVITY UNITS; CLASS ACTIVITIES; EQUIPMENT UTILIZATION; COURSE CONTENT
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A COMMITTEE OF LOCAL AUTOMOTIVE MECHANICS INSTRUCTORS FOR USE IN MISSISSIPPI SECONDARY EDUCATION, THIS TEACHING GUIDE HAS BEEN AUTHENTICATED BY AN INDUSTRIAL COMMITTEE FOR USE IN THE STATE VOCATIONAL TRAINING PROGRAMS. THE OUTLINE IS FOR A 2-YEAR COURSE (3 HOURS A DAY, 5 DAYS A WEEK, 36 HOURS A YEAR) AND IS PRESENTED IN A 2-COLUMN FORMAT OF TRADE PRINCIPLES AND TRADE PRACTICES AIMED AT PREPARING TRAINEES FOR ENTRY LEVEL JOBS FOR MONITORING PROGRESS ON THE JOB. DIRECTIONS TO THE INSTRUCTOR FOR USING THE GUIDE, ARE INCLUDED AND A SHORT JOB DESCRIPTION AND A COURSE DESCRIPTION EMPHASIZE THE GENERAL OBJECTIVES, THE PREREQUISITIES, THE COURSE CONTENT, AND THE NATURE OF THE TRAINING. A 5-PAGE BIBLIOGRAPHY INCLUDES TWO TEXTBOOKS RECOMMENDED BY THE CURRICULUM COMMITTEE AND VARIOUS OTHER SUGGESTED REFERENCES. AN EXTENSIVE APPENDIX INCLUDES A LISTING OF 12 CATEGORIES OF SUGGESTED JOBS WITH A CHECKLIST FOR DESIRED JOB ABILITIES, AN OUTLINE OF NEEDED MATHEMATICS AND SCIENCE KNOWLEDGE, FOLDOUT LAYOUTS AND LEGENDS FOR SHOP PLANS, AND A SET OF GENERAL AND SPECIFIC JOB INSTRUCTION SHEETS. (AG)

VT 015 092
JUNIOR HIGH SCHOOL DRAMA--TO IMPROVE SPEECH IS TO HELP IMPROVE THE QUALITY OF A HUMAN BEING. TENTATIVE OUTLINE COURSE OF STUDY.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-488
PUB DATE - 53 65P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; *DRAMA; DRAMATICS; *LANGUAGE SKILLS; *LEARNING ACTIVITIES; LEARNING EXPERIENCE; JUNIOR HIGH SCHOOLS; *INDIVIDUAL DEVELOPMENT; SELF ACTUALIZATION
IDENTIFIERS - *SELF AWARENESS

ABSTRACT - THIS TENTATIVE INSTRUCTIONAL UNIT IS DESIGNED TO AID JUNIOR HIGH SCHOOL DRAMA AND ENGLISH TEACHERS IN PRESENTING A 1-SEMESTER COURSE INTRODUCING THE FUNDAMENTALS OF DRAMA TO BEGINNING DRAMA STUDENTS. THE UNIT MATERIAL IS SET UP AS A BASIC OUTLINE, TO BE EXPANDED BY THE TEACHER TO MEET THE INTERESTS AND TALENTS OF INDIVIDUAL CLASSES, AND IS INTENDED TO AID IN PROMOTING GROWTH IN LANGUAGE SKILLS AND DEVELOPING THE ABILITY OF THE INDIVIDUAL STUDENT TO WORK IN A GROUP ACTIVITY. CONTENTS INCLUDE NUMEROUS LEARNING EXPERIENCES DESIGNED TO HELP THE STUDENT ATTAIN POISE, DEVELOP A PLEASING VOICE, ESTABLISH FREEDOM OF ACTION AND CHARACTERIZATION, AND LOSE SELF-CONSCIOUSNESS. SUGGESTIONS FOR PRESENTING THE MATERIAL, RECOMMENDED TEACHING MATERIALS, AND A BIBLIOGRAPHY OF USEFUL BOOKS AND MAGAZINES FOR TEACHER USE ARE PROVIDED. (AW)

VT 015 093
SENIOR HIGH SCHOOL DRAMA 1 AND DRAMA 2--PLAY PRODUCTION. INSTRUCTIONAL GUIDE.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-623
PUB DATE - 67 141P.PAES COLLECTION.

DESCRIPTORS - *TEACHING GUIDES; ADMINISTRATOR GUIDES; CURRICULUM GUIDES; PROGRAM DESCRIPTIONS; *CAREER EDUCATION; VISUAL AIDS; AUDIOVISUAL AIDS; INSTRUCTIONAL MATERIALS; INSTRUCTIONAL AIDS; SECONDARY GRADES; HUMANITIES; *DRAMA; THEATER ARTS; *DRAMATICS; PANTOMIME; PROMPTING; SKITS; ACTING; *LANGUAGE ARTS
IDENTIFIERS - *SELF AWARENESS; EDUCATIONAL AWARENESS; ATTITUDES APPRECIATIONS;

ABSTRACT - PREPARED THROUGH THE COMBINED EFFORTS OF VARIOUS COMMITTEES CONCERNED WITH HIGH SCHOOL DRAMA INSTRUCTION, THIS GUIDE IS DESIGNED TO SERVE TEACHERS AND ADMINISTRATORS OF THE LOS ANGELES CITY SCHOOL SYSTEM BY OUTLINING THE DEVELOPMENTAL SEQUENCE OF THE SENIOR HIGH SCHOOL DRAMA PROGRAM, BY STATING THE AIMS OF EDUCATIONAL THEATER, AND BY PROVIDING INFORMATION ON THE EXPERIENCES AND RESOURCES THROUGH WHICH THESE AIMS MAY BE ACHIEVED. THE THREE COURSES OUTLINED MAKE UP A 3-SEMESTER PROGRAM WHICH PROVIDES A SEQUENTIAL PATTERN FOR CULTURAL AND PERSONAL GROWTH AND FOR THE DEVELOPMENT OF COMMUNICATION SKILLS. SUBJECT MATTER AND ACTIVITIES ARE ORGANIZED FOR FLEXIBILITY IN ADAPTING INSTRUCTIONAL UNITS TO CLASS NEEDS AND SCHOOL SITUATIONS; STANDARDS FOR PLAY SELECTION AND PERFORMANCE ARE CLARIFIED; AND EVALUATION PROCEDURES ARE DESCRIBED. EACH COURSE OUTLINE PROVIDES OVERVIEW AND OBJECTIVES FOLLOWED BY SPECIFIC UNITS OF STUDY WHICH INCLUDE AIMS, ACTIVITIES, SUPPLEMENTARY MATERIALS, MAJOR EMPHASIS,

SKILLS AND KNOWLEDGE TO BE LEARNED, EVALUATION SUGGESTIONS, AND APPROXIMATE TIME REQUIRED FOR COVERAGE OF THE UNIT. RESOURCE MATERIALS, TEACHING AIDS, A GLOSSARY OF TERMS, SAFETY REGULATIONS, AND EXCERPTS FROM ADMINISTRATIVE POLICIES AND PROCEDURES ARE ALSO PROVIDED. (AW)

VT 015 094
ECONOMIC EDUCATION IN THE SOCIAL STUDIES. AN INSTRUCTIONAL GUIDE, KINDERGARTEN THROUGH GRADE 6.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-X-64; CVTE-N-53
PUB DATE - 66 101P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *SOCIAL STUDIES; ECONOMICS; *ECONOMIC EDUCATION; ELEMENTARY GRADES; INSTRUCTIONAL MATERIALS; *LEARNING ACTIVITIES; *LESSON PLANS; BUSINESS EDUCATION; CONCEPT TEACHING; MARKETING
IDENTIFIERS - *ECONOMIC AWARENESS

ABSTRACT - THIS INSTRUCTIONAL UNIT IS DESIGNED TO AID TEACHERS IN IMPLEMENTING THE DEVELOPMENT OF ECONOMIC UNDERSTANDINGS, CONCEPTS, AND SKILLS IN THE SOCIAL STUDIES PROGRAM OF THE LOS ANGELES CITY ELEMENTARY SCHOOLS. THE GUIDE IS ORGANIZED IN FOUR SECTIONS, THE FIRST DEALING WITH THE SCOPE AND SEQUENCE OF ELEMENTARY ECONOMIC EDUCATION, THE SECOND CONCERNED WITH THE DEVELOPMENT OF PUPIL LEARNINGS, THE THIRD PROVIDING TEACHER BACKGROUND INFORMATION, AND THE FOURTH GIVING A BRIEF HISTORICAL OVERVIEW OF THE DEVELOPMENT OF ECONOMIC THOUGHT. SECTION TWO, WHICH MAKES UP THE MAJOR PORTION OF THE GUIDE, IS ORGANIZED BY GRADE LEVELS, WITH THE CONTENT FOR EACH GRADE LEVEL DEVELOPED FOR THE SIX ECONOMIC AREAS OF: (1) NATURE OF ECONOMICS, (2) FACTORS OF PRODUCTION, (3) DIVISION OF LABOR, (4) THE MARKET, (5) MONEY, BANKING, AND CREDIT, AND (6) ROLE OF GOVERNMENT. ALSO PROVIDED IN THIS SECTION ARE AN EXAMPLE AND EXPLANATION OF EACH ECONOMIC CONCEPT ON THE SCOPE AND SEQUENCE CHART, SUGGESTED TEACHING GUIDELINES, AND PUPIL ACTIVITIES. A GLOSSARY OF ECONOMIC TERMS IS ALSO INCLUDED. (AW)

VT 015 096
388 CIVIL SERVICE PREPARATION. TENTATIVE COURSE OUTLINE.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-41
PUB DATE - 69 6P.PAES COLLECTION; 1969 REVISION

DESCRIPTORS - *REVIEW (REEXAMINATION); *CAREER EDUCATION; *ADULT VOCATIONAL EDUCATION; *EXPERIMENTAL CURRICULUM; *NATIONAL COMPETENCY TESTS; GUIDES; INSTRUCTIONAL AIDS; RESOURCE MATERIALS; JOB APPLICANTS; LANGUAGE SKILLS; ARITHMETIC; OCCUPATIONAL GUIDANCE
IDENTIFIERS - EMPLOYMENT SKILLS; *CIVIL SERVICE TESTS

ABSTRACT - THIS TENTATIVE COURSE OUTLINE FOR FIVE-SEMESTER ADULT EDUCATION COURSE IN CIVIL SERVICE PREPARATION CONTAINS A 1-PAGE INTRODUCTION, A BRIEF EXPLANATION OF COURSE OUTLINE CLASSIFICATIONS WHICH ASKS FOR TEACHER AND ADMINISTRATOR SUGGESTIONS, AND A 3-PAGE OUTLINE WITH EIGHT HEADINGS. "ORIENTATION," THE FIRST HEADING, OUTLINES BRIEFLY POINTS TO INCLUDE ABOUT CIVIL SERVICE EMPLOYMENT IN THE COURSE. THE NEXT FIVE HEADINGS COVER BASIC KNOWLEDGE NECESSARY FOR CIVIL SERVICE TESTS, SUCH AS ARITHMETIC, ENGLISH, AND OFFICE SKILLS. THE SEVENTH HEADING LISTS 13 TYPES OF APTITUDE TESTING FOUND ON CIVIL SERVICE EXAMINATIONS, AND THE FINAL HEADING, "JOB ORIENTATION," OUTLINES PROCEDURES FOLLOWED BEFORE TAKING A CIVIL SERVICE POSITION. (AG)

VT 015 097
ECONOMICS AND GOVERNMENT COURSE, GRADE 12. EXPERIMENTAL INSTRUCTIONAL GUIDE.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 59 60P.PAES COLLECTION

DESCRIPTORS - *EXPERIMENTAL CURRICULUM; *CURRICULUM GUIDES; GRADE 12; *ECONOMICS; *AMERICAN GOVERNMENT (COURSE); LESSON PLANS; LEARNING ACTIVITIES; GENERALIZATIONS; BEHAVIORAL OBJECTIVES; EVALUATION TECHNIQUES; BIBLIOGRAPHIES; VOCABULARY; *INSTRUCTIONAL MATERIALS; TEXTBOOKS
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS 1959 EXPERIMENTAL GUIDE FOR A SEMESTER LENGTH COURSE IN ECONOMICS AND GOVERNMENT FOR GRADE 12 PROVIDES A BASIS FOR PLANNING DAILY LESSONS. DEVELOPED BY A WRITING COMMITTEE OF SENIOR HIGH SCHOOL EDUCATORS GUIDED BY THE CITY-WIDE COMMITTEE ON ECONOMICS, THE TENTATIVE COURSE OUTLINE PRESENTS 11 BEHAVIORAL OBJECTIVES, SEVEN SHORT INSTRUCTIONAL UNITS, A TEXTBOOK LIST, A BIBLIOGRAPHY, AND A CITY POLICY STATEMENT ON CURRENT EVENTS. FOR EACH UNIT, AN OVERVIEW, LIST OF GENERALIZATIONS, SUGGESTED LEARNING EXPERIENCES, AND SAMPLE EVALUATION IDEAS ARE PROVIDED. SPACE FOR THE TEACHER'S NOTES IS GIVEN. LISTS OF KEY TERMS ARE INCLUDED FOR EVALUATION PURPOSES. (AG)

VT 015 098
MAN AND HIS RESOURCES. PUPIL MATERIAL, SOCIAL STUDIES-GRADE SIX.

LOS ANGELES CITY SCHOOLS, CALIF.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-54
PUB DATE - 71 75P.PAES COLLECTION

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; GRADE 6; *SOCIAL STUDIES UNITS; QUESTIONING TECHNIQUES; *NATURAL RESOURCES; *HUMAN RESOURCES; CONSERVATION; *TEXTBOOKS; VISUAL AIDS; GLOSSARIES; LEARNING ACTIVITIES; INDEXES (LOCATERS)
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS TEXTBOOK FOR A GRADE 6 SOCIAL STUDIES UNIT PRESENTS SPECIFIC SELECTED TOPICS FOR DISCUSSION TO ANSWER QUESTIONS WHICH MAY ARISE ABOUT NATURAL AND HUMAN

RESOURCES. DEVELOPED BY THREE TEACHERS, THE BOOKLET INCLUDES A FOREWORD, A GLOSSARY, AND AN INDEX. FIVE CHAPTERS DEAL WITH THE DEMAND FOR RESOURCES, THE NATURE AND DEVELOPMENT OF RESOURCES, HUMAN RESOURCES, AND CONSERVATION PROBLEMS. QUESTIONS AND LEARNING ACTIVITIES ARE PROVIDED FOR EACH CHAPTER. GRAPHS, DRAWINGS, AND OTHER VISUAL AIDS ILLUSTRATE THE TEXT. (AG)

VT 015 099
MAN AND HIS FOOD SUPPLY. PUPIL MATERIAL, SOCIAL STUDIES-GRADE SIX.

LOS ANGELES CITY SCHOOLS, CALIF.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-55
PUB DATE - 70 68P.PAES COLLECTION

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; GRADE 6; *SOCIAL STUDIES UNITS; *TEXTBOOKS; LEARNING ACTIVITIES; GLOSSARIES; QUESTIONING TECHNIQUES; VISUAL AIDS; INDEXES (LOCATERS); *FOOD; NUTRITION; *NATURAL RESOURCES; TRANSPORTATION
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS TEXTBOOK FOR A GRADE 6 SOCIAL STUDIES UNIT PRESENTS SPECIFIC SELECTED TOPICS FOR DISCUSSION, DESIGNED TO ANSWER QUESTIONS WHICH MAY ARISE ABOUT THE WORLD'S FOOD SUPPLY. FIVE CHAPTERS COVER FOOD IN CONNECTION WITH HOLIDAYS, NUTRITION, SUPPLIES, AND TRANSPORTATION. CHAPTER V BRIEFLY DISCUSSES PROBLEMS ENCOUNTERED BY FARMERS, RANCHERS, AND FISHERMEN. GRAPHS AND OTHER VISUAL AIDS ILLUSTRATE THE TEXT. THIS BOOKLET, DEVELOPED BY THREE TEACHERS, INCLUDES A FOREWORD, A GLOSSARY, AND AN INDEX. QUESTIONS AND LEARNING ACTIVITIES ARE PROVIDED FOR EACH CHAPTER. (AG)

VT 015 101
AMERICANS--THEN AND NOW; TEXTBOOK AND TEACHER RESOURCE MATERIAL.

LOS ANGELES CITY SCHOOLS, CALIF.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-56
PUB DATE - 66 73P.PAES COLLECTION

DESCRIPTORS - GRADE 5; *SOCIAL STUDIES UNITS; BIBLIOGRAPHIES; *MINORITY GROUPS; *AMERICAN HISTORY; *RESOURCE MATERIALS; *SUPPLEMENTARY TEXTBOOKS; GLOSSARIES; VISUAL AIDS; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; INSTRUCTIONAL MATERIALS
IDENTIFIERS - *BIOGRAPHICAL SKETCHES; ATTITUDES APPRECIATIONS; EDUCATIONAL AWARENESS

ABSTRACT - THIS SUPPLEMENTARY TEXTBOOK ACCOMPANIED BY RESOURCE MATERIALS FOR A GRADE 5 SOCIAL STUDIES UNIT PROVIDES EIGHT BRIEF BIOGRAPHICAL SKETCHES OF AMERICANS IN HISTORY WHO OVERCAME OBSTACLES CAUSED BY PREJUDICE, POVERTY, AND FOREIGN BIRTH TO MAKE OUTSTANDING CONTRIBUTIONS TO THE UNITED STATES. INTENDED TO DEVELOP FEELINGS OF PRIDE WITHIN PUPILS OF MINORITY RACES AND TO FOSTER APPRECIATIVE ATTITUDES TOWARDS ALL INDIVIDUALS, REGARDLESS OF ORIGIN, THE TEXTBOOK INCLUDES DIRECTIONS FOR THE TEACHER, A SHORT INTRODUCTION FOR THE PUPILS, AND A GLOSSARY. DRAWINGS ILLUSTRATE THE TEXT. THE CAREERS OF TWO JAPANESE IMIGRANTS, FIVE NOTED NEGROES INCLUDING CRISPUS ATTUCKS AND HARRIET TUBMAN, AND THE PILOT JACQUELINE COCHRAN ARE DISCUSSED. THE LIVES OF FOUR MEN AND FOUR WOMEN ARE DESCRIBED IN THIS BOOK, DEVELOPED BY A STUDY GROUP OF TEACHERS, PRINCIPALS, AND SUPERVISORS AIDED BY CURRICULUM SPECIALISTS AND RESOURCE PEOPLE. THE RESOURCE MATERIALS PROVIDE SUPPLEMENTARY BACKGROUND INFORMATION, SUGGESTED LEARNING ACTIVITIES, BEHAVIORAL OBJECTIVES, BIBLIOGRAPHIES FOR EACH PERSON, AND SPACE FOR THE TEACHER'S NOTES. AN INTRODUCTORY RATIONALE IS INCLUDED. (AG)

VT 015 102
CONTEMPORARY COMMUNITIES SERIES--MOUNTAIN COMMUNITIES. BOOK ONE: MAN USES THE MOUNTAINS AND TEACHER RESOURCE MATERIAL, AN INSTRUCTIONAL BULLETIN, GRADE 3

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-62
PUB DATE - 71 95P.PAES COLLECTION

DESCRIPTORS - GRADE 3; *SOCIAL STUDIES; *UNITS OF STUDY (SUBJECT FIELDS); *RESOURCE MATERIALS; BIBLIOGRAPHIES; *SUPPLEMENTARY TEXTBOOKS; COMMUNITY PROBLEMS; COMMUNITY STUDY; VISUAL AIDS; GEOGRAPHIC REGIONS; *PHYSICAL DIVISIONS (GEOGRAPHIC); QUESTIONING TECHNIQUES; PROBLEM SOLVING
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS BOOKLET ON MOUNTAIN COMMUNITIES FOR A CONTEMPORARY COMMUNITIES SERIES PROVIDES A SOCIAL STUDIES UNIT FOR GRADE 3 IN THREE CHAPTERS COVERING MOUNTAINS OF THE WORLD, THE HISTORY OF MOUNTAIN SETTLEMENTS, AND CHANGES IN MOUNTAINS AND THEIR USES. SUGGESTED LEARNING ACTIVITIES FOR EACH CHAPTER, A GLOSSARY, AND AN INDEX COMPLETE THE READING MATERIALS. A SEPARATE RESOURCE GUIDE AIMS TO ANSWER QUESTIONS ABOUT USES OF MOUNTAINS, CLIMATE, AND PROBLEMS INVOLVING TRANSPORTATION AND COMMUNICATION BETWEEN MOUNTAIN COMMUNITIES AND OTHER AREAS. REFERENCES TO BOOKS AND MAPS ARE GIVEN, AS WELL AS A BIBLIOGRAPHY OF CHILDREN'S BOOKS. PHOTOGRAPHS, CHARTS, AND DRAWINGS ILLUSTRATE THE BOOKLET, WHICH WAS DEVELOPED BY THREE EDUCATORS WITH THE HELP OF AN ELEMENTARY CURRICULUM COUNCIL AND A SOCIAL STUDIES ADVISORY COMMITTEE. (AG)

VT 015 103
THE POST OFFICE POSTAL SYSTEM. PUPIL MATERIALS--SOCIAL STUDIES.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-63
PUB DATE - 64 72P.PAES COLLECTION

DESCRIPTORS - *EXPERIMENTAL CURRICULUM; GRADE 2; GRADE 3; *SOCIAL STUDIES UNITS; *TELECOMMUNICATION; *SUPPLEMENTARY TEXTBOOKS; FEEDBACK; GLOSSARIES; INDEXES (LOCATERS); *INSTRUCTIONAL MATERIALS; PUBLIC FACILITIES; PHOTOGRAPHS; SERVICES
IDENTIFIERS - *POSTAL SYSTEM; EDUCATIONAL AWARENESS

ABSTRACT - THIS EXPERIMENTAL SUPPLEMENTARY TEXTBOOK FOR A SOCIAL STUDIES UNIT IN GRADES 2 AND 3 ON THE POST OFFICE WILL DEVELOP AN UNDERSTANDING OF THIS COMMUNICATION SERVICE AND PROVIDE A REFERENCE FOR TEACHERS. FEEDBACK FROM TEACHERS, SUPERVISORS, AND PRINCIPALS IS REQUIRED FOR EVALUATION PURPOSES. CHAPTER I PRESENTS GENERAL INFORMATION ABOUT POST OFFICE FACILITIES AND MAIL. CHAPTER II DISCUSSES MAIL CARRYING SERVICES, WHILE CHAPTER III COVERS THE TERMINAL ANNEX MAIL DISTRIBUTION PROCESSES IN THE LOS ANGELES POST OFFICE. AN INTRODUCTORY LIST OF PHOTOGRAPHS ILLUSTRATING THE TEXT, INSTRUCTIONS TO THE TEACHER, A GLOSSARY, AND AN INDEX COMPLETE THE BOOK. DEVELOPED BY TEACHERS, SUPERVISORS, AND PRINCIPALS IN A STUDY GROUP WITH THE AID OF CURRICULUM SPECIALISTS AND CONSULTANTS, THESE INSTRUCTIONAL MATERIALS WERE REVIEWED BY POST OFFICE PERSONNEL. (AG)

VT 015 104
THE BAKERY. RESOURCE MATERIAL FOR TEACHERS, GRADE TWO.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-EC-197; CVTE-N-64
PUB DATE - 57 42P.PAES COLLECTION, EXCERPTS FROM "INSTRUCTIONAL GUIDE FOR TEACHING SOCIAL STUDIES, GRADE THREE"

DESCRIPTORS - GRADE 2; ANNOTATED BIBLIOGRAPHIES; *RESOURCE MATERIALS; REFERENCE MATERIALS; INSTRUCTIONAL MATERIALS; LEARNING ACTIVITIES; GRAINS (FOOD); *CAREER EDUCATION; *FOOD SERVICE INDUSTRY; *FOOD PROCESSING OCCUPATIONS; *SOCIAL STUDIES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS PRELIMINARY EDITION OF A RESOURCE GUIDE FOR SECOND GRADE TEACHERS PROVIDES SPECIFIC SUGGESTIONS FOR INITIATING A STUDY OF THE BAKERY. THE BAKING PROCESS IS DESCRIBED IN DETAIL WITH SKETCHES OF EQUIPMENT INVOLVED, AND EMPHASIZING THE COMMUNITY SERVICE IT PROVIDES. REVISED AND EXPANDED MATERIALS ARE INCLUDED IN AN ANNOTATED BIBLIOGRAPHY FOR CHILDREN AND TEACHERS, AND A LIST OF AUDIOVISUAL AIDS IS INCLUDED. THESE RESOURCE MATERIALS, PREPARED BY THE ELEMENTARY STAFF MEMBERS OF THE CURRICULUM BRANCH OF THE LOS ANGELES DIVISION OF INSTRUCTIONAL SERVICES, ARE LARGELY REPRINTS TAKEN FROM "INSTRUCTIONAL GUIDE FOR TEACHING SOCIAL STUDIES, GRADE THREE." (AG)

VT 015 105
SMALL FARMS SOCIAL STUDIES INSTRUCTIONAL GUIDE, GRADE A2. PART I: TRUCK FARMS.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-EC-206; CVTE-N-65
PUB DATE - 59 169P.PAES COLLECTION

DESCRIPTORS - CURRICULUM GUIDES; *TEACHING GUIDES; *LESSON PLANS; CAREER EDUCATION; GRADE 2; SOCIAL STUDIES; *SOCIAL STUDIES UNITS; INSTRUCTIONAL MATERIALS; *AGRICULTURAL SUPPLIES; AGRICULTURAL EDUCATION; FARMERS; *COMMUNITY COOPERATION; LEARNING ACTIVITIES
IDENTIFIERS - *TRUCK FARMS; SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS; ECONOMIC AWARENESS

ABSTRACT - FOR USE BY SECOND GRADE TEACHERS IN PRESENTING A SOCIAL STUDIES UNIT EMPHASIZING THE INTERDEPENDENCE OF PEOPLE WITH THEIR COMMUNITY, THIS GUIDE PROVIDES INFORMATION ON TRUCK FARMS IN GENERAL, AND SPECIFIC INFORMATION ON LETTUCE AND STRAWBERRY FARMS. THIS STUDY OF SMALL FARMS IS DESIGNED TO HELP THE STUDENT REALIZE THE NECESSITY FOR MANY PEOPLE AND MANY DIFFERENT KINDS OF FARMS IN ORDER TO PROVIDE A COMMUNITY WITH ITS DAILY FOOD SUPPLY, AND TO HELP HIM RECOGNIZE THE INTERRELATIONSHIPS BETWEEN THE DIFFERENT KINDS OF FARMS, OTHER AGENCIES PROVIDING COMMUNITY SERVICES, AND HIS OWN HOME. FOLLOWING GENERAL INFORMATION ON THE SOCIAL STUDIES PROGRAM AND A DIAGRAM OF FARM-COMMUNITY RELATIONSHIPS, THE UNIT PROVIDES DETAILED OUTLINES FOR THE STUDY OF EACH TYPE OF FARM COVERED, INCLUDING TEACHER INFORMATION, SUGGESTED LEARNING EXPERIENCES, AUDIOVISUAL MATERIALS, AND REFERENCES FOR STUDENTS AND TEACHERS. A BIBLIOGRAPHY AND A GLOSSARY OF TERMS ARE ALSO PROVIDED. (AW)

VT 015 106
HOW WE SECURE OUR FOOD--POULTRY FARMS. TEACHER RESOURCE MATERIAL AND EXPERIMENTAL MATERIALS.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-66
PUB DATE - 61 116P.PAES COLLECTION

DESCRIPTORS - GRADE 2; *CAREER EDUCATION; ELEMENTARY EDUCATION; *RESOURCE MATERIALS; AGRICULTURAL EDUCATION; FARM OCCUPATIONS; GLOSSARIES; *SOCIAL STUDIES UNITS; COCURRICULAR ACTIVITIES; CLASS ACTIVITIES; COMMUNITY STUDY; CHARTS; DIAGRAMS; BOOKLISTS; FARM PRODUCTION; FOOD; *ANIMAL SCIENCE; EXPERIMENTAL CURRICULUM; LEARNING EXPERIENCE; REFERENCE MATERIALS; COURSE CONTENT; *UNITS OF STUDY (SUBJECT FIELDS); TEACHING PROCEDURES; INSTRUCTIONAL MATERIALS; TEACHING GUIDES; RESOURCE GUIDES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - TEACHER RESOURCE INFORMATION ON POULTRY FARMING IN SOUTHERN CALIFORNIA PROVIDES DETAILS ON PRODUCTION, PROCESSING, DISTRIBUTION AND CONSUMPTION OF EGGS. DEVELOPED BY A CURRICULUM SPECIALIST WITH THE HELP OF A COMMITTEE OF TEACHERS, PRINCIPALS, AND SUPERVISORS IN ELEMENTARY EDUCATION, THIS DOCUMENT WOULD BE USED TO ANSWER QUESTIONS WHICH ARISE AS PART OF THE LARGER THEME "HOW THE COMMUNITY SECURES ITS FOOD" IN A SECOND GRADE SOCIAL STUDIES PROGRAM. AN ACCOMPANYING 84-PAGE EXPERIMENTAL GUIDE PROVIDES SUGGESTED LEARNING EXPERIENCES, AN OVERVIEW OF THE SECOND GRADE SOCIAL STUDIES PROGRAM, GENERAL AND SPECIFIC PUPIL OBJECTIVES, LINE DIAGRAMS AND CHARTS, A POULTRY INFORMATION LIST, BOOK LIST FOR TEACHER USE, AND A GLOSSARY. ADAPTABILITY OF THE GUIDANCE MATERIALS TO THE DIFFERING NEEDS OF EACH CLASS AND THE NECESSITY FOR CURRENT AGRICULTURAL INFORMATION FOR CLASSROOM AND COCURRICULAR ACTIVITIES ARE STRESSED IN THE INTRODUCTORY

DIRECTIONS TO THE TEACHER. BOTH THE RESOURCE UNIT AND THE ACCOMPANYING EXPERIMENTAL GUIDE ARE PLANNED FOR USE IN CONJUNCTION WITH THE GUIDE "SMALL FARMS, PART I." (AG)

VT 015 107
AMERICA'S BREAD BASKET. PUPIL MATERIALS, SOCIAL STUDIES GRADE TWO.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-X-1; CVTE-N-67
PUB DATE - 62 33P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; GRADE 2; *GRAINS (FOOD); *INSTRUCTIONAL MATERIALS; *SOCIAL STUDIES UNITS; REFERENCE MATERIALS; INSTRUCTIONAL AIDS; *HIGH ACHIEVERS; UNITS OF STUDY (SUBJECT FIELDS); LAND USE; FARMERS; *READING MATERIALS
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS EXPERIMENTAL SOCIAL STUDIES REFERENCE MATERIAL FOR ADVANCED READERS IN GRADE 2 IS DESIGNED TO FURTHER KNOWLEDGE OF BASIC CONCEPTS IN THE AMERICAN ECONOMY AND TO STRESS THE INTERDEPENDENCIES OF MEN AND THE LAND. DEVELOPED BY A CURRICULUM SPECIALIST WORKING WITH A COMMITTEE OF TEACHERS, PRINCIPALS, AND SUPERVISORS IN ELEMENTARY EDUCATION, THE PUBLICATION CONTAINS A SHORT INTRODUCTION FOR THE TEACHER, A TABLE OF CONTENTS FOR THE 26 SEPARATE 1-PAGE TOPICS CONCERNING WHEAT FARMS IN THE UNITED STATES, AND AN INTRODUCTION FOR THE PUPILS ASKING SIX QUESTIONS ABOUT AGRICULTURAL PRODUCTION AND WHEAT FARMING WHICH ARE ANSWERED IN THE READINGS. THIS PUPIL READING MATERIAL IS PLANNED FOR USE IN CONJUNCTION WITH THE LARGER STUDY UNIT, "HOW WE SECURE OUR FOOD, THE BAKERY." WRITTEN IN LARGE PRINT, EACH NUMBERED PAGE OF READING MATERIAL INCLUDES A TITLE AND TWO OR THREE PARAGRAPHS OF INFORMATION. (AG)

VT 015 111
A8 ENGLISH EDUCATIONAL DECISIONS UNIT. AN INSTRUCTIONAL BULLETIN.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-644; CVTE-N-87
PUB DATE - 68 47P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *TEACHING GUIDES; CURRICULUM GUIDES; TEXTBOOKS; SUPPLEMENTARY TEXTBOOKS; BOOKS; REFERENCE MATERIALS; INSTRUCTIONAL MATERIALS; GRADE 8; *ENGLISH CURRICULUM; *DECISION MAKING SKILLS; LEARNING ACTIVITIES; APTITUDE; *EDUCATIONAL OPPORTUNITIES; EDUCATIONAL OBJECTIVES; EDUCATIONAL INTEREST
IDENTIFIERS - DECISIONS; *EDUCATIONAL AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - THIS INSTRUCTIONAL UNIT IS DESIGNED FOR USE BY TEACHERS IN PRESENTING INFORMATION INTENDED TO HELP EIGHTH GRADE STUDENTS MAKE DECISIONS ABOUT THEIR FUTURE EDUCATIONAL PLANS. PRIMARILY INTENDED TO BE COVERED IN ENGLISH CLASSES, THE UNIT MATERIAL ALSO SHOULD RECEIVE ATTENTION IN SOCIAL STUDIES CLASSES AND HOMEROOM. INITIATORY ACTIVITIES, INCLUDING MOTIVATION AND UNIT OVERVIEW, ARE FOLLOWED BY SECTIONS STRESSING INDIVIDUAL SELF-ASSESSMENT OF PUPILS' ABILITIES AND INTERESTS, AND EDUCATIONAL AND VOCATIONAL OPPORTUNITIES AVAILABLE TO STUDENTS IN HIGHER GRADES. THE FINAL SECTION IS CONCERNED WITH HELPING STUDENTS TO SUMMARIZE THEIR FINDING FROM THE EARLIER SECTIONS, AND BASED ON THESE FINDINGS, MAKE THEIR TENTATIVE EDUCATIONAL DECISIONS. MOST OF THE UNIT IS DIVIDED INTO ESSENTIAL AND OPTIONAL LEARNING EXPERIENCES FOR THE STUDENT. A LIST OF ESSENTIAL AND SUPPLEMENTARY INSTRUCTIONAL MATERIALS, SUGGESTIONS FOR PRESENTATION OF INFORMATION BY TEACHERS, EXAMPLES OF MAJOR EDUCATIONAL SEQUENCES AS RELATED TO OCCUPATIONAL LEVELS, BACKGROUND INFORMATION ON VOCATIONAL TRENDS, POST-HIGH SCHOOL EDUCATIONAL OPPORTUNITIES IN SOUTHERN CALIFORNIA, SUGGESTIONS FOR EFFECTIVE STUDY, BRIEF REVIEWS OF RELATED LITERATURE SUGGESTIONS, AND INFORMATION ON VARIOUS HIGH SCHOOL MAJORS ARE APPENDED. (AW)

VT 015 113
PURPOSES AND FUNCTION OF TENTH GRADE GUIDANCE.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-132
PUB DATE - ND 61P.PAES COLLECTION

DESCRIPTORS - AUDIOVISUAL AIDS; GRADE 10; *CAREER EDUCATION; VOCATIONAL EDUCATION; *TEACHING GUIDES; *GUIDANCE OBJECTIVES; ROLE PLAYING; BIBLIOGRAPHIES; CHARTS; GROUP GUIDANCE; *CLASSROOM GUIDANCE PROGRAMS; INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; SELF EVALUATION; REFERENCE MATERIALS; HUMAN RELATIONS; CITIZENSHIP RESPONSIBILITY; INTELLECTUAL DEVELOPMENT; CREATIVITY; *OCCUPATIONAL CHOICE; INDIVIDUAL DEVELOPMENT; RESOURCE MATERIALS
IDENTIFIERS - *CAREER AWARENESS; ECONOMIC AWARENESS

ABSTRACT - THIS EXPERIMENTAL INSTRUCTIONAL GUIDE FOR A 10-WEEK REQUIRED 10TH GRADE COURSE IN GUIDANCE, IS DESIGNED TO HELP THE STUDENT ADAPT TO HIS NEW EDUCATIONAL ENVIRONMENT, SUCCEED IN HIGH SCHOOL AND TO MAKE WISE EDUCATIONAL AND VOCATIONAL CHOICES. MAJOR OBJECTIVES ARE SELF-APPRAISAL AS A MEANS OF ACHIEVING SUCCESS WITHIN THE SENIOR HIGH AND POST-SECONDARY EDUCATIONAL FRAMEWORK, AWARENESS OF VOCATIONAL OPPORTUNITIES, AND PLANNING FOR THE FUTURE. FOR THE THREE TEACHING UNITS, SUGGESTED TIME ALLOTMENTS, OUTLINED GOALS WITH RELATED LEARNING EXPERIENCES, AND RESOURCE AND REFERENCE LISTS ARE INCLUDED. THE UNITS FOCUS ON STATED COGNITIVE OBJECTIVES THAT FORM THE BASIS FOR SUGGESTED STUDY QUESTIONS AND CLASS ACTIVITIES. THE APPENDIX INCLUDES A DISCUSSION OF GROUP GUIDANCE TECHNIQUES, POLICY STATEMENTS, EVALUATION SUGGESTIONS, A 10-PAGE BIBLIOGRAPHY FOR STUDENTS AND TEACHERS, AND A 4-PAGE DESCRIPTIVE CHART IN A 3-COLUMN FORMAT GIVING A GUIDANCE SEQUENCE FROM GRADE 7 THROUGH GRADE 12 COMPLETE. (AG)

VT 015 114

THAT'S LIFE. A SENIOR ENGLISH WORKBOOK.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-133
PUB DATE - 71 108P.PAES COLLECTION

DESCRIPTORS - *WORKBOOKS; VISUAL AIDS; JOB APPLICATION; *COMMUNICATION SKILLS; GRADE 12; *ENGLISH INSTRUCTION; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; CONSUMER ECONOMICS; OCCUPATIONAL GUIDANCE; ACTIVITY LEARNING; HUMANITIES; MANUALS; INSTRUCTIONAL MATERIALS; TELECOMMUNICATION; WORKSHEETS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS; CAREER AWARENESS

ABSTRACT - THIS GRADE 12 STUDENT MANUAL PROVIDES OPPORTUNITIES TO PRACTICE COMMUNICATION SKILLS IN ENGLISH BY FOLLOWING DIRECTIONS AND FILLING OUT JOB FORMS. THE 10 CHAPTERS OF THE WORKBOOK, DEVELOPED BY EDUCATIONAL CONSULTANTS WITH THE AID OF A CURRICULUM DEVELOPMENT COMMITTEE, COVER HOME LIVING, COMMUNICATION SERVICES, OWNING A CAR, CONSUMER FINANCES, AND OCCUPATIONAL INFORMATION. DIRECTIONS FOR THE STUDENT ARE PROVIDED FOR THESE "REAL LIFE" GROUP AND INDIVIDUAL ACTIVITIES. THE WORKSHEETS GIVE SPECIFIC BACKGROUND INFORMATION AND A WIDE RANGE OF APPLICATION MATERIALS AND SAMPLE FORMS. (AG)

VT 015 115
BASIC EMPLOYMENT INFORMATION. A HANDBOOK FOR STUDENTS IN OCCUPATIONAL PREPARATION CLASSES. SENIOR HIGH SCHOOL EDITION.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-629;CVTE-N-134
PUB DATE - 69 118P.PAES COLLECTION; 1969 REVISION

DESCRIPTORS - *OCCUPATIONAL GUIDANCE; *CAREER EDUCATION; EMPLOYMENT OPPORTUNITIES; GRADE 10; GRADE 11; GRADE 12; *INSTRUCTIONAL MATERIALS; LABOR UNIONS; RESOURCE MATERIALS; LABOR LAWS; POST SECONDARY EDUCATION; EMPLOYEE ATTITUDES; EMPLOYMENT INTERVIEWS; *EMPLOYMENT SERVICES; JOB APPLICATION; VOCATIONAL EDUCATION; FEDERAL PROGRAMS; *CONSUMER ECONOMICS; OCCUPATIONAL INFORMATION; BUDGETS; FAMILY LIFE EDUCATION; FRINGE BENEFITS; VISUAL AIDS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - REVIEWED BY AN ADVISORY COMMITTEE OF SECONDARY SCHOOL TEACHERS AND SUPERVISORS AND SUPERVISORS OF THE INSTRUCTIONAL PLANNING AND SERVICES DIVISION, THIS SET OF SPIRAL BOUND STUDENT STUDY SHEETS FOR USE IN SENIOR HIGH OCCUPATIONAL EDUCATION CLASSES INCLUDES SUGGESTIONS FOR TEACHER AND STUDENT USE OF THE HANDBOOK, INTRODUCTORY ADVICE TO THE STUDENT ABOUT OCCUPATIONAL TRAINING, AND EIGHT UNITS OF STUDY. INFORMATION ABOUT FEDERAL AND STATE EMPLOYMENT LAWS AND PROGRAMS DIRECTLY AFFECTING EMPLOYEES, OTHER RELATED ASPECTS OF THE ECONOMY, AND A FINAL 24-PAGE REFERENCE LIST OF POST-SECONDARY VOCATIONAL COURSES OFFERED IN LOS ANGELES CITY SCHOOLS MAKE UP THE HANDBOOK. AIMED AT MAKING THE SCHOOL-TO-WORK TRANSITION EASIER, THIS STUDENT MANUAL INCLUDES SPECIFIC INFORMATION ON LABOR UNIONS AND MANAGEMENT, FAMILY BUDGETS AND CREDIT BUYING, AND SELF-ANALYSIS AS AN ASSET IN SUCCESSFUL VOCATIONAL PLANNING. A DETAILED SET OF INSTRUCTIONS ABOUT OBTAINING AND KEEPING A JOB ARE A PART OF THE FIRST STUDY UNIT. VARIOUS CHARTS, TABLES, AND SAMPLES OF EMPLOYMENT-RELATED MATERIAL ILLUSTRATE THE STUDY GUIDE. (AG)

VT 015 117
SOCIOLOGY--AN OUTLINE OF CONTENT FOR AN ELECTIVE COURSE IN GRADES 11-12. AN INSTRUCTIONAL BULLETIN.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-708
PUB DATE - 71 15P.PAES COLLECTION

DESCRIPTORS - *SOCIOLOGY; GRADE 11; GRADE 12; *INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; ELECTIVE SUBJECTS; *SOCIAL PROBLEMS; COURSE CONTENT; HEALTH; WELFARE
IDENTIFIERS - ATTITUDES APPRECIATIONS

ABSTRACT - THIS OUTLINE IS DESIGNED TO AID TEACHERS IN ESTABLISHING AN ELECTIVE SOCIOLOGY COURSE FOR GRADES 11 AND 12. SOCIOLOGY IS OFFERED TO HELP STUDENTS DEVELOP A GREATER UNDERSTANDING OF THEIR SOCIAL ENVIRONMENT AND BECOME MORE AWARE OF THE FORCES AT WORK WITHIN OUR DEMOCRATIC SOCIETY. IT IS RECOMMENDED THAT SOCIOLOGY BE A 20-WEEK, OR ONE SEMESTER COURSE BASED ON THE CONTENT IN THIS OUTLINE. UNIT TITLES ARE: (1) SOCIOLOGY - A SOCIAL SCIENCE, (2) THE INDIVIDUAL IN SOCIETY, (3) CULTURE - THE PATTERNED WAYS OF MEN, (4) SOCIAL ORGANIZATION, (5) SOCIAL INTERACTION, AND (6) SOCIAL PROBLEMS. (GEB)

VT 015 118
DRUG ABUSE IN THE ELEMENTARY SCHOOL. AN INSTRUCTIONAL BULLETIN.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-140
PUB DATE - 70 62P.PAES COLLECTION

DESCRIPTORS - *DRUG ABUSE; *DRUG EDUCATION; *ELEMENTARY GRADES; *INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; LEARNING ACTIVITIES; GENERALIZATION; TEACHING PROCEDURES; SUPPLEMENTARY READING MATERIALS; GLOSSARIES; FOOD
IDENTIFIERS - EDUCATIONAL AWARENESS; DECISIONS

ABSTRACT - THIS RESOURCE MATERIAL ON DRUG ABUSE FOR THE ELEMENTARY GRADES PROVIDES A TEACHING AID ON DRUG EDUCATION WHICH WILL ENCOURAGE STUDENTS TO CHOOSE DRUGS WISELY AND REFRAIN FROM DRUG ABUSE. CONCEPTS KEYED TO DRUG INFORMATION AND LEARNING ACTIVITIES FOR THE PRIMARY AND INTERMEDIATE GRADES ARE PRESENTED, DISTINGUISHING FOOD FROM NON-FOOD AND DESCRIBING THE DANGERS OF DRUG ABUSE. STUDENT AND TEACHER RESOURCE AND REFERENCE MATERIALS, INCLUDING A LIST OF DANGEROUS

DRUGS AND NARCOTICS, A GLOSSARY OF SLANG USED IN CONNECTION WITH DRUGS, AND STUDENT READING MATERIALS, COMPLETE THE GUIDE. DEVELOPED BY A COMMITTEE ON DRUG EDUCATION, THE UNIT PROVIDES A RATIONALE AND EXTENSIVE INFORMATION ON DRUG EFFECTS. (AG)

VT 015 119
FAMILY AND PERSONAL ARTS 39-49. AN INSTRUCTIONAL GUIDE AND SUPPLEMENT.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-X-73;CVTE-N-141
PUB DATE - 67 379P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; GRADE 9; AUDIOVISUAL AIDS; BIBLIOGRAPHIES; PROGRAM GUIDES; *EXPERIMENTAL CURRICULUM; *INSTRUCTIONAL MATERIALS; *CAREER EDUCATION; SELF CARE SKILLS; HOME ECONOMICS EDUCATION; PEER RELATIONSHIP; BEHAVIOR DEVELOPMENT; TEENAGERS; MATURATION; BEHAVIORAL OBJECTIVES; *FAMILY LIFE EDUCATION; SOCIALIZATION; THEMATIC APPROACH; GENERALIZATION; RESOURCE MATERIALS; REFERENCE MATERIALS; LEARNING ACTIVITIES
IDENTIFIERS - SELF AWARENESS; ATTITUDES APPRECIATIONS;

ABSTRACT - THIS EXPERIMENTAL INSTRUCTIONAL GUIDE FOR A 1-SEMESTER ELECTIVE COURSE IN A NINTH GRADE HOME ECONOMICS PROGRAM AIMS TO DEVELOP BEHAVIORAL GUIDELINES AND ACCEPTANCE OF RESPONSIBILITIES BY PUPILS. KNOWLEDGE AND ACCEPTANCE OF PEER GROUP ROLES AND DUTIES IN SCHOOL AND FAMILY ARE MAJOR COURSE OBJECTIVES GAINED BY ACHIEVEMENT OF 13 SPECIFIC BEHAVIORAL GOALS. DEVELOPED BY A CURRICULUM COMMITTEE OF JUNIOR HIGH SCHOOL TEACHERS, PRINCIPALS, AND CURRICULUM CONSULTANTS, THE THREE TEACHING UNITS ON APPEARANCE, PERSONAL GROWTH, AND TEENAGE LIVING ARE SUBDIVIDED INTO SHORT OUTLINES OF STUDY TOPICS CONTAINING A STATEMENT OF THEME, BRIEF ENUMERATED THEMATIC DESCRIPTIONS, AND GENERALIZATIONS DERIVED FROM LISTED LEARNING ACTIVITIES AND THEIR EXPECTED RESULTS. EACH THEMATIC DESCRIPTION WITH ITS CORRESPONDING GENERALIZATION IS KEYED SPECIFICALLY TO RESOURCE MATERIALS. INSTRUCTIONS TO THE TEACHER INCLUDE AN EXPLANATION OF THE PROGRAM ORGANIZATION, DETAILED SUGGESTIONS CONCERNING POSSIBLE TEACHING APPROACHES, AND A REQUEST FOR THE TEACHER'S SUGGESTIONS FOR PROGRAM IMPROVEMENT. A SEPARATE EXTENSIVE SUPPLEMENT PROVIDES A SUGGESTED SEMESTER PLAN, EVALUATION TECHNIQUES, A 2-PAGE LIST OF AUDIOVISUAL MATERIALS, AND A 6-PAGE BIBLIOGRAPHY FOR PUPILS AND TEACHERS. (AG)

VT 015 120
INSTRUCTION GUIDE FOR WORLD OF ART.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-595; CVTE-N-142
PUB DATE - 63 82P.PAES COLLECTION

DESCRIPTORS - *ART EDUCATION; *FINE ARTS; *ART ACTIVITIES; INSTRUCTIONAL MATERIALS; *SECONDARY GRADES; *TEACHING GUIDES; COURSE DESCRIPTIONS; BEHAVIORAL OBJECTIVES; BIBLIOGRAPHIES; RESOURCE MATERIALS; AUDIOVISUAL AIDS; TEACHING PROCEDURES; CHARTS; VISUAL AIDS
IDENTIFIERS - BEGINNING COMPETENCE; CAREER AWARENESS

ABSTRACT - THIS 1963 LOOSE LEAF TEACHING GUIDE FOR A REQUIRED SEMESTER-LENGTH SENIOR HIGH SCHOOL COURSE IN FINE ARTS FOR THOSE NOT ENROLLED IN ANY OTHER COURSE IN THIS FIELD WILL BE USEFUL FOR A BEGINNING TEACHER OF FINE ARTS. WRITTEN BY A COMMITTEE OF TEACHERS AND SUPERVISORS OF ART FOR LOS ANGELES, TOGETHER WITH A CURRICULUM ADMINISTRATOR, THIS GUIDE SUPPLEMENTS THE 1961 INSTRUCTIONAL MATERIALS IN "ART FOR SENIOR HIGH SCHOOL." AIMING TO PROMOTE AESTHETIC AWARENESS, ARTISTIC CAPABILITIES, AN ART VOCABULARY, AND VOCATIONAL OPPORTUNITIES, THE TEACHING UNIT INCLUDES AN INTRODUCTION WITH OBJECTIVES AND TEACHING PROCEDURES, AND SPECIFIC TEACHING SUGGESTIONS. THE EXTENSIVE LEARNING ACTIVITIES ARE GROUPED BY SUBJECT, SUCH AS "AIDS AND DISPLAYS" OR "ADVERTISING." THE SUPPLEMENTARY MATERIALS INCLUDE A CROSSFILE, LISTS OF AUDIOVISUAL AIDS, AN HISTORICAL TIME CHART AND A BIBLIOGRAPHY. (AG)

VT 015 121
CHILD DEVELOPMENT AND FAMILY HEALTH, ALL-A12. AN INSTRUCTIONAL GUIDE--EXPERIMENTAL AND SUPPLEMENT.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-X-82; CVTE-N-143
PUB DATE - 68 189P.PAES COLLECTION

DESCRIPTORS - GRADE 11; GRADE 12; *FAMILY LIFE EDUCATION; HOME ECONOMICS SKILLS; *FAMILY HEALTH; *CHILD DEVELOPMENT; VISUAL AIDS; AUDIOVISUAL AIDS; FILMSTRIPS; FILMS; INSTRUCTIONAL AIDS; *INSTRUCTIONAL MATERIALS; CLASSROOM ACTIVITIES; BEHAVIORAL OBJECTIVES; CHECK LISTS; CARTOONS; RESOURCE MATERIALS; REFERENCE MATERIALS; *TEACHING GUIDES; EXPERIMENTAL CURRICULUM; TESTS; CAREER EDUCATION; PROGRAM GUIDES; EDUCATIONAL OBJECTIVES; PROGRAM CONTENT; LEARNING EXPERIENCE; DEVELOPMENTAL GUIDANCE
IDENTIFIERS - ATTITUDES APPRECIATIONS; *BEGINNING COMPETENCE

ABSTRACT - DEVELOPED BY A CITY CURRICULUM COMMITTEE OF VOCATIONAL TEACHERS AND SUPERVISORS IN SECONDARY EDUCATION, THIS REVISED EXPERIMENTAL FAMILY LIFE TEACHING GUIDE AIMS TO DEVELOP SELF-UNDERSTANDING IN ADDITION TO AWARENESS OF CHILDREN'S NEEDS AND MOTIVATIONS. THIS SET OF RESOURCE MATERIALS AND TEACHING GUIDELINES FOR PART OF A 1-SEMESTER ELECTIVE HOME ECONOMICS COURSE IN GRADE 11 OR GRADE 12 INCLUDES AN INTRODUCTORY LIST OF STUDENT COURSE OBJECTIVES, INSTRUCTIONS FOR THE TEACHER, AND THREE TEACHING UNITS EACH OF WHICH INCLUDES SUGGESTED TOPICS FOR STUDY, STUDENT ACTIVITIES, AND UNIT OBJECTIVES AND THEIR EVALUATION. PART 1, STRESSES PARENTAL ADJUSTMENT AND THE NEEDS OF THE INFANT, PART 2 EMPHASIZES THE VALUE OF HOME NURSING SKILLS AND FAMILY COOPERATION IN TIMES OF ILLNESS AND PART 3 DISCUSSES THE IMPORTANCE OF THE FAMILY ENVIRONMENT AS AN INFLUENCE UPON A

CHILD'S MATURATION. A 105-PAGE SUPPLEMENTARY INSTRUCTIONAL BULLETIN PROVIDES THREE ALTERNATE SEMESTER PLANS, SUGGESTIONS ON COURSE STRUCTURING, STUDENT GUIDANCE MATERIALS, AND AN EXTENSIVE LIST OF RESOURCE MATERIALS INCLUDING A VARIETY OF VISUAL AIDS AND WORK MATERIALS. (AG)

VT 015 122
MONTES, JORGE A.;SANCHEZ, FEDERICO A.
MEXICAN AMERICAN STUDIES, GRADES 10-12. OUTLINE OF CONTENT.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 57P.PAES COLLECTION

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *TEACHING GUIDES; *SOCIAL STUDIES; *MEXICAN AMERICANS; *MEXICAN AMERICAN HISTORY; SECONDARY GRADES; BIBLIOGRAPHIES; GLOSSARIES; COURSE CONTENT; EDUCATIONAL OBJECTIVES

ABSTRACT - PREPARED BY TWO SOCIAL STUDIES TEACHERS, THIS TENTATIVE OUTLINE WAS DEVELOPED FOR INSTRUCTOR USE IN TEACHING MEXICAN AMERICAN STUDIES IN GRADES 10 THROUGH 12. THE ESSENTIAL PURPOSE OF THIS COURSE IS TO DEVELOP AN APPRECIATION FOR AND AN UNDERSTANDING OF THE ROLE OF THE MEXICAN AMERICAN IN THE DEVELOPMENT OF THE UNITED STATES. MAJOR UNIT TOPICS ARE: (1) SPAIN IN THE NEW WORLD, (2) THE COLLISION OF TWO CULTURES, (3) THE MEXICAN AMERICAN HERITAGE IN THE AMERICAN SOUTHWEST, (4) A SOCIOLOGICAL AND PSYCHOLOGICAL VIEW OF THE MEXICAN AMERICAN, AND (5) THE MEXICAN AMERICAN TODAY. EACH UNIT IS DIVIDED INTO TWO OR MORE DIVISIONS AND THE MATERIAL IN ALL UNITS PROVIDES AN HISTORICAL ACCOUNT OF THE MEXICAN AMERICAN IN THE SOUTHWEST. THE APPENDIX CONTAINS NAMES OF MEXICAN AMERICAN WINNERS OF THE CONGRESSIONAL MEDAL OF HONOR. A BIBLIOGRAPHY AND A GLOSSARY OF SPANISH TERMS ARE INCLUDED. (GEB)

VT 015 123
THE ALERT AND USEFUL CITIZEN. RESOURCE MATERIAL FOR REVIEWING STATE AND LOCAL GOVERNMENT. JUNIOR HIGH SCHOOL SOCIAL STUDIES.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-145
PUB DATE - 61 13P.1961 REVISION; PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; JUNIOR HIGH SCHOOLS; GRADE 8; GRADE 9; SOCIAL STUDIES; *LOCAL GOVERNMENT; *STATE GOVERNMENT; CITIZENSHIP RESPONSIBILITIES; *RESOURCE MATERIALS; *UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - ATTITUDES APPRECIATIONS; ECONOMIC AWARENESS

ABSTRACT - THIS SUPPLEMENTAL RESOURCE GUIDE FOR SOCIAL STUDIES PUPILS IN GRADE 8 OR 9 WHO ARE REVIEWING STATE AND LOCAL GOVERNMENT CONTAINS 26 DISCUSSION QUESTIONS DIVIDED INTO SIX TOPICS OF STUDY. THE CITIZEN IN THE HOME, SCHOOL, NEIGHBORHOOD, CITY, COUNTY, AND STATE PROVIDE THE SIX BASIC THEMES GROUPED INTO A LEFT-HAND COLUMN OF QUESTIONS AND A MATCHING RIGHT-HAND COLUMN OF POINTS FOR DISCUSSION. ADDITIONAL MATERIAL FOR DISCUSSION IS EXPECTED TO BE PROVIDED BY THE PUPILS AND TEACHERS. (AG)

VT 015 127
THE CHANCES ARE--PROBABILITY AND STATISTICS FOR ELEMENTARY SCHOOL PUPILS (PUPIL MATERIAL--LEVELS 3-6). INQUIRY 1-6.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-EC-312-317
PUB DATE - 70 124P.PAES COLLECTION

DESCRIPTORS - WORKSHEETS; *ELEMENTARY GRADES; AUTOINSTRUCTIONAL AIDS; *PROGRAMED INSTRUCTION; *PROBABILITY; *STATISTICS; MATHEMATICS INSTRUCTION; HIGH ACHIEVERS; BEHAVIORAL OBJECTIVES; CAREER EDUCATION; LEARNING ACTIVITIES; DEVELOPMENTAL PROGRAMS; *STUDY GUIDES; DATA COLLECTION; DIAGRAMS; CHARTS; SOCIAL SCIENCES; DATA ANALYSIS; TEACHING TECHNIQUES; ANSWER KEYS
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS PROGRAMED SET OF STUDENT WORKSHEETS FOR ADVANCED MATHEMATICS LEARNERS ON GRADE LEVELS 3 THROUGH 6 CONTAINS SIX SEPARATE INQUIRIES ON PROBABILITY AND STATISTICS. GEARED FOR INDEPENDENT WORK WITHOUT A GIVEN TIME LIMIT, THIS STUDY GUIDE ENABLES STUDENTS TO DEVELOP A BASIC STATISTICAL VOCABULARY WHILE PRACTICING DATA INFORMATION PROCEDURES CONCERNING CHANCE AND THE OCCURRENCE OF ALTERNATIVE EVENTS. DEVELOPED BY A MATHEMATICS ADVISORY COMMITTEE AND AN ELEMENTARY CURRICULUM COUNCIL OF TEACHERS AND SUPERVISORS, THE STUDENT MANUAL DEVELOPS THE STUDENT'S ABILITY TO COMPILE AND ORGANIZE DATA IN MATHEMATICAL MODELS IN ORDER TO PREDICT OUTCOMES. EACH INQUIRY ALLOWS THE PUPIL TO CHECK HIS ANSWERS WITH A CORRESPONDING ANSWER KEY, ALTHOUGH SOME RESPONSES ALLOW LEEWAY FOR DISCUSSION AND FURTHER INVESTIGATION. SUPPLEMENTARY IDEAS FOR ENRICHMENT APPEAR IN BLOCKS LABELED "ON YOUR OWN." COMMENTS TO THE TEACHER AND SPECIFIC INSTRUCTIONS TO THE PUPIL FOR COMPLETION OF THE PROBABILITY AND STATISTICS QUESTIONS PRECEDE EACH INQUIRY. THE SIMPLE RESOURCE MATERIALS NEEDED ARE LISTED AT THE BEGINNING OF EACH INQUIRY. DIAGRAMS AND CHARTS ILLUSTRATE THE LEARNING MATERIALS. (AG)

VT 015 128
LIVING WITH CHANGE. A9 ENGLISH UNIT III, A TEACHER'S RESOURCE UNIT.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-66C; CVTE-N-15C
PUB DATE - 69 33P.PAES COLLECTION

DESCRIPTORS - GRADE 9; *RESOURCE UNITS; AUDIOVISUAL AIDS; *ENGLISH CURRICULUM; TEACHING PROCEDURES; REVIEW (REEXAMINATION); *TEACHING TECHNIQUES; CHARTS; STUDENT EVALUATION; *CAREER EDUCATION; SOCIAL CHANGE; RESOURCE MATERIALS; *INSTRUCTIONAL MATERIALS; ENGLISH LITERATURE; SEMANTICS; COMPOSITION

(LITERARY); SENTENCE STRUCTURE; LEARNING ACTIVITIES
IDENTIFIERS - ATTITUDES APPRECIATIONS

ABSTRACT - THIS RESOURCE GUIDE WHICH FOCUSES ON THE THEME OF CHANGE FOR A JUNIOR HIGH SCHOOL ENGLISH CURRICULUM PROVIDES FOUR UNITS DEVELOPING INTERRELATED LANGUAGE SKILLS. THESE TOPICS RELATE TO: (1) LITERATURE, (2) COMPOSITION, (3) SEMANTICS, AND (4) SENTENCE STRUCTURE. INTRODUCTORY SUGGESTIONS INCLUDE CONSIDERATIONS FOR DEVELOPING A THEMATIC UNIT, AND POSSIBLE TEACHER-PUPIL PROCEDURES. SAMPLE CONCEPTS, TEACHING PROCEDURES, EVALUATION METHODS, AND IDEAS FOR RELATING UNIT ACTIVITIES TO OTHER AREAS ARE GIVEN. THE SUGGESTED TEACHING TECHNIQUES INCLUDE THE USE OF DISCUSSION QUESTIONS, LITERARY COMPOSITION, LIBRARY TOPICS, AND VOCABULARY BUILDING. DEVELOPED BY TEACHERS, SPECIALISTS, SUPERVISORS, AND ADMINISTRATORS IN JUNIOR HIGH SCHOOL EDUCATION OF THE CURRICULUM COMMITTEE ON REVISION OF THE JUNIOR HIGH SCHOOL ENGLISH COURSE, THIS INSTRUCTIONAL GUIDE IS FOR USE IN CONJUNCTION WITH THE "JUNIOR HIGH SCHOOL ENGLISH COURSE OF STUDY." (AG)

VT 015 134
WOOD, SANDY
INSURANCE.

MESA PUBLIC SCHOOLS, ARIZ. CENTER FOR CAREER DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
CVTE-T-89
PUB DATE - ND 53P.PAES COLLECTION

DESCRIPTORS - *EDUCATIONAL OBJECTIVES; *LESSON PLANS; *SECONDARY GRADES; *CURRICULUM GUIDES; *INSURANCE PROGRAMS; EDUCATIONAL FINANCE; HEALTH INSURANCE; VISUAL AIDS; EDUCATIONAL RADIO; ACHIEVEMENT TESTS; RESOURCE MATERIALS; ANSWER KEYS; STUDENT DEVELOPED MATERIALS; INSTRUCTIONAL MATERIALS; TEACHING PROCEDURES
IDENTIFIERS - ATTITUDES APPRECIATIONS; ECONOMIC AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR A JUNIOR HIGH SCHOOL COURSE ON INSURANCE, WRITTEN BY A JUNIOR HIGH TEACHER, INTENDS TO DEVELOP APPRECIATION OF THE VALUE OF LIFE AND HEALTH INSURANCE, AS WELL AS SOCIAL SECURITY BENEFITS AND OTHER TYPES OF INSURANCE. UNIT GOALS AND OBJECTIVES PRECEDE THE 23 DAILY LESSON OUTLINES, WHICH GIVE TEACHING PROCEDURES. SUPPLEMENTARY MATERIALS INCLUDE A SAMPLE INSURANCE CLAIM AND POLICY FOR A STUDENT-DEVELOPED INSURANCE COMPANY, IN ADDITION TO A TEST WITH AN ANSWER KEY AND A QUIZ. WORKSHEETS, TRANSPARENCIES, A CROSSWORD PUZZLE, AND A RADIO BROADCAST SCRIPT ENRICH THE UNIT. (AG)

VT 015 141
WOOD, SANDY
BANKING AND MONEY.

MESA PUBLIC SCHOOLS, ARIZ. CENTER FOR CAREER DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 130P.PAES COLLECTION

DESCRIPTORS - *RESOURCE UNITS; GRADE 7; GRADE 8; GRADE 9; *SECONDARY GRADES; WORKSHEETS; GROUP TESTS; *BANKING; *FINANCIAL SERVICES; INSTRUCTIONAL MATERIALS; BEHAVIORAL OBJECTIVES; *CAREER EDUCATION; ECONOMIC EDUCATION; TEACHING PROCEDURES; EVALUATION TECHNIQUES; RESOURCE MATERIALS; MARKETING; TEACHING TECHNIQUES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS RESOURCE UNIT ON BANKING AND MONEY FOR A JUNIOR HIGH SCHOOL CLASS AIMS TO DEVELOP BOTH AN UNDERSTANDING OF BANKING SERVICES IN OUR ECONOMY AND THE ABILITY TO USE A CHECKING ACCOUNT AND OTHER PAYMENT METHODS WISELY. THREE DETAILED PAMPHLETS ARE REPRODUCED FOR USE AS RESOURCE MATERIALS--"FUNDAMENTAL FACTS ABOUT U.S. MONEY," "THE STORY OF CHECKS," AND "USING BANK SERVICES." DAY-BY-DAY INSTRUCTIONS FOR THE TEACHER AND THE STUDENT INCLUDE PROCEDURES FOR KEEPING A NOTEBOOK OF CLASS ACTIVITIES AND A SCHEDULE FOR READING THE THREE BOOKLETS, FILLING OUT THE ENCLOSED WORKSHEETS AND STUDY SHEETS, AND TAKING THE PRETEST, QUIZZES, AND THE 60-QUESTION FINAL EXAMINATION. "THE HOW & WHY OF BANKING" PROVIDES A FINAL SERIES OF 29 STUDENT WORKSHEETS FOR EVALUATING IN DETAIL THE EXTENT OF UNIT COMPREHENSION. TOPICS COVERED FOR DAY 1 THROUGH 12 INCLUDE THE HISTORY OF MONEY, "BEHIND-THE-SCENES" BANKING OPERATIONS INVOLVING THE FLOW OF MONEY AND BANKING SERVICES, AND INFORMATION ON BANKING FORMS AND STANDARD PROCEDURES SUCH AS SERVICE CHARGES AND BANK STATEMENTS. VISUAL AIDS SUCH AS CHARTS, TRANSPARENCIES, AND SAMPLE CHECKS FORM A MAJOR ELEMENT OF THIS TEACHING GUIDE. (AG)

VT 015 169
I'M IMPORTANT--TO OTHERS TOO.

MESA PUBLIC SCHOOLS, ARIZ. CENTER FOR CAREER DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
CVTE-T-209
PUB DATE - ND 21P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *TEACHING GUIDES; BOOKS; INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; GRADE 1; *BEHAVIORAL OBJECTIVES; *SELF CONCEPT; OBJECTIVES; *LEARNING ACTIVITIES; ROLE PLAYING; INDIVIDUAL CHARACTERISTICS
IDENTIFIERS - *SELF AWARENESS

ABSTRACT - PREPARED FOR USE IN THE MESA PUBLIC SCHOOLS, THIS GUIDE IS DESIGNED TO AID FIRST GRADE TEACHERS IN CONDUCTING ACTIVITIES INTENDED TO HELP STUDENTS TO RECOGNIZE THE IMPORTANCE OF "SELF" AS AN INDIVIDUAL AND AS A WORTHY MEMBER OF A GROUP. ACTIVITIES WORKSHEETS ARE INCLUDED FOR 10 PERFORMANCE OBJECTIVES, WITH EACH WORKSHEET ARRANGED IN OUTLINE FORM PROVIDING: (1) DIRECTIONS FOR LEARNERS AND TEACHERS, (2) TYPE OF ACTIVITY, (3) SIZE OF GROUP, (4) TIME REQUIRED FOR THE ACTIVITY, (5) ADDITIONAL SUGGESTIONS FOR USE WITH FAST OR SLOW LEARNERS, (6) RESOURCES, INCLUDING TYPE, AVAILABILITY, AND COST, (7) TYPES OF APPROPRIATE TEACHING MEDIA, AND (8) EVALUATION TECHNIQUES AND SUGGESTIONS. (AW)

VT 015 186
COMMUNITY HELPERS. A WORLD OF WORK UNIT, SECOND GRADE. ELEMENTARY CAREER GUIDANCE

PROJECT.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A-10
PUB DATE - ND 21P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; GRADE 2; *ELEMENTARY GRADES; *CURRICULUM GUIDES; UNIT PLAN; *COMMUNITY RESOURCES; *HUMAN RESOURCES; BIBLIOGRAPHIES; BEHAVIORAL OBJECTIVES; GENERALIZATIONS; EVALUATION TECHNIQUES; DISCUSSION (TEACHING TECHNIQUE); FIELD TRIPS; SERVICES; RESOURCE MATERIALS; FAMILY ROLE; COMMUNITY SERVICES; COMMUNITY INVOLVEMENT
IDENTIFIERS - ATTITUDES APPRECIATIONS; CAREER AWARENESS; EDUCATIONAL AWARENESS

ABSTRACT - THIS GRADE 2 CURRICULUM GUIDE, WRITTEN TO ACCOMPANY "FAMILIES AND SOCIAL NEEDS" FOR GRADE 2, (LAIDLAW BROTHERS, PUBLISHERS, 1968) DEALS WITH WORKERS IN THE COMMUNITY IN RELATIONSHIP TO THE FAMILY. OPPORTUNITIES FOR VOCATIONAL INQUIRY ARE PROVIDED BY MEANS OF DISCUSSIONS AND FIELD TRIPS. THE 2-WEEK UNIT CONTAINS GENERALIZATIONS AND OBJECTIVES, DAY-BY-DAY DESCRIPTIONS OF TEACHING PROCEDURES, IDEAS FOR CONCLUDING ACTIVITIES, AND SUGGESTIONS FOR CLASS EVALUATION. A BIBLIOGRAPHY, CONCEPT DEVELOPMENTS FOR FOUR COMMUNITY JOBS, AND AN OVERVIEW FOR A 2-WEEK CAREER EDUCATION UNIT FOR GRADES 4, 5, AND 6 ENRICH THE GUIDE. THE VOCATIONAL UNIT FOR THE UPPER ELEMENTARY GRADES LISTS COMMUNITY RESOURCE PEOPLE AS ROLE MODELS. DEVELOPED AS AN ELEMENTARY CAREER GUIDANCE PROJECT, THE VOCATIONAL EDUCATION CURRICULUMS INCLUDE ADDITIONAL RESOURCE LISTS AND IDEAS FOR POSSIBLE PROJECTS. (AG)

VT 015 188
ADDENDUM 12--PROUD EMPLOYMENT AGENCY.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A-14
PUB DATE - ND 12P.PAES COLLECTION

DESCRIPTORS - GRADE 5; GRADE 6; VISUAL AIDS; *INSTRUCTIONAL AIDS; *CAREER EDUCATION; *LEARNING ACTIVITIES; *STUDENT PROJECTS; HUMAN RELATIONS ORGANIZATIONS; YOUTH CLUBS; NEGRO HISTORY; ORTHOPEDICALLY HANDICAPPED; *PROJECT TRAINING METHODS
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - SPECIAL ACTIVITIES AND PROJECTS INVOLVING THE HUMAN RELATIONS COMMITTEE AT BETHUNE SCHOOL ARE DISCUSSED IN THE FIRST THREE PAGES OF THE ADDENDUM. ALSO, AN EMPLOYMENT AGENCY FOR 5TH AND 6TH GRADERS WAS SET UP IN EACH CLASSROOM, CONSISTING OF A TEAM OF INTERVIEWERS (THE PRINCIPAL, THE COUNSELOR, A TEACHER-REPRESENTATIVE FROM EACH SCHOOL ORGANIZATION) WHICH SELECTED PUPILS FOR SCHOOL POSITIONS THROUGHOUT THE YEAR. A SAMPLE APPLICATION FORM AND A SAMPLE RECOMMENDATION FORM FOR THE PROUD EMPLOYMENT AGENCY FOLLOW THE 1-PAGE EXPLANATION OF AGENCY PROCEDURES. A DISCUSSION OF SOME OF THE ACTIVITIES RELATING TO THE ORTHOPEDIC DEPARTMENT, A MONTH-BY-MONTH DESCRIPTION OF GIRLS CLUB MEETINGS WHICH INVOLVED 5TH AND 6TH GRADE GIRLS AND THEIR ADVISERS, AND ACTIVITIES OF A MODEL CAR CLUB AND AIRPORT CLUB FOR BOYS COMPLETE THE ADDENDUM ON SPECIAL ACTIVITIES AND PROJECTS. (AG)

VT 015 196
IRISH, CAROL, AND OTHERS
SYSTEM-WIDE CAREER DEVELOPMENT PROGRAM (SECONDARY SCHOOL SECTION). INTRODUCTION OF CAREER DEVELOPMENT IN 10TH GRADE ENGLISH COURSE.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A-28
PUB DATE - AUG71 42P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; *CAREER EDUCATION; GRADE 10; ENGLISH; *VOCATIONAL DEVELOPMENT; CAREER CHOICE; OCCUPATIONAL CLUSTERS; PERSONAL INTERESTS; VOCATIONAL INTERESTS; CAREER PLANNING; CAREER OPPORTUNITIES; OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; LESSON PLANS; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; *DECISION MAKING
IDENTIFIERS - DECISIONS; SELF AWARENESS; *CAREER AWARENESS

ABSTRACT - PART OF A SYSTEM-WIDE CAREER DEVELOPMENT PROGRAM, THIS 20-WEEK PILOT COURSE IS DESIGNED TO HELP 10TH GRADE ENGLISH TEACHERS ACQUAINT STUDENTS WITH THE WORLD OF WORK AND THE PLACE OF STUDENTS IN IT, BY HELPING THEM: (1) UNDERSTAND THE EVER-CHANGING NATURE OF CAREER DEVELOPMENT, (2) COMPREHEND THE STRUCTURE AND TRENDS OF THE LABOR FORCE, (3) DEVELOP DECISION-MAKING SKILLS, AND (4) SYNTHESIZE SELF-APPRAISAL DATA AND CAREER INFORMATION INTO A MEANINGFUL CONCEPT OF SELF. THE MAJOR PORTION OF THE GUIDE CONSISTS OF A TOPICAL OUTLINE OF THE COURSE INCLUDING OBJECTIVES, CONTENT, LEARNING EXPERIENCES, AND RESOURCES FOR THE AREAS OF STUDENT SELF EVALUATION, THE WORLD OF WORK, THE DECISION MAKING PROCESS, AND OBTAINING A JOB. SAMPLE STUDENT HANDOUTS SUCH AS JOB DESCRIPTION SHEETS AND CLUSTER GROUPINGS, JOB SUITABILITY ANALYSIS FORMS, AND JOB EXPERIENCE REPORTS ARE PROVIDED. (AW)

VT 015 199
MINI COURSE: JOB HUNTING TECHNIQUES, AND JOB INTERVIEW TECHNIQUES.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A-32
PUB DATE - 71 30P.PAES COLLECTION

DESCRIPTORS - *EXPERIMENTAL PROGRAMS; CAREER EDUCATION; VOCATIONAL EDUCATION; CAREER PLANNING; HYGIENE; *JOB APPLICATION; *INSTRUCTIONAL MATERIALS; INSTRUCTIONAL AIDS; OCCUPATIONAL GUIDANCE; GUIDES; READING MATERIALS; STUDENT TESTING; ARITHMETIC; LANGUAGE ARTS; *SHORT COURSES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - IN SPRING 1971 THREE SPECIAL NEEDS COORDINATORS DEVISED AND TESTED THIS SHORT SAMPLE "MINI-COURSE" ON JOB HUNTING AND JOB INTERVIEW TECHNIQUES IN A 7-DAY COURSE OF STUDY. SUGGESTIONS FOR CAREER PLANNING, MANY SPECIFIC LISTS OF IMPORTANT FACTORS IN OBTAINING EMPLOYMENT, AND SAMPLE APPLICATION

MATERIALS WITH A CHECKLIST ARE INCLUDED IN THE INSTRUCTIONAL GUIDE ON JOB HUNTING. A 7-PAGE "MINI-QUIZ" ON BASIC ARITHMETIC AND LANGUAGE ARTS SKILLS IS PROVIDED IN A SHORT SECTION ON JOB INTERVIEW TECHNIQUES. (AG)

VT 015 201
TRANSPORTATION. UNIT FOR UPPER ELEMENTARY STUDENTS.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A-36
PUB DATE - JAN72 32P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; INTERMEDIATE GRADES; *INSTRUCTIONAL MATERIALS; WORKSHEETS; AUDIOVISUAL AIDS; RESOURCE MATERIALS; INSTRUCTIONAL AIDS; *TRANSPORTATION; *TEACHING GUIDES; TEACHING PROCEDURES; BEHAVIORAL OBJECTIVES; PROGRAM EVALUATION; LEARNING ACTIVITIES; STUDENT ATTITUDES; GLOSSARIES; VOCABULARY; DEFINITIONS; FILMS; BOOKS
IDENTIFIERS - ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - DEVELOPED BY THE COMPREHENSIVE CAREER EDUCATION STAFF, THIS TEACHING GUIDE ON TRANSPORTATION FOR A 2 TO 4-WEEK UNIT FOR STUDENTS IN THE UPPER ELEMENTARY GRADES ENUMERATES SPECIFIC PERFORMANCE OBJECTIVES IMPLEMENTED BY SUGGESTED TEACHING PROCEDURES. SHEETS FOR THE TEACHER'S NOTES INCLUDE SUGGESTED RESOURCES AND ARE KEYED TO THE 10 PAGES OF APPENDED MATERIALS. THE APPENDIXES PROVIDE A SHORT TEST, THREE STUDENT WORKSHEETS, AND A SAMPLE TRUE-FALSE QUIZ. THE THREE WORKSHEETS INCLUDE A CHART FOR LISTING MEANS OF TRANSPORTATION, AN OCCUPATIONAL STUDY GUIDE, AND A CROSSWORD PUZZLE. A GENERAL RATIONALE FOR CAREER EDUCATION, A UNIT RATIONALE, DEFINITIONS OF TERMS, A BRIEF RESOURCE LIST, AND A LIST OF SEVEN BEHAVIORAL GOALS FOR THE UNIT COMPLETE THE INSTRUCTIONAL MATERIALS. (AG)

VT 015 203
OFFICER FRIENDLY--FIRST GRADE, SECOND GRADE, AND TEACHER'S MANUAL.

ATLANTA PUBLIC SCHOOLS, GA.
ATLANTA DEPT. OF POLICE, GA. BUREAU OF CRIME PREVENTION;SEARS-ROEBUCK FOUNDATION, SKOKIE, ILL.
MF AVAILABLE IN VT-ERIC SET.
CVTE-AC0593
PUB DATE - 71 57P.PAES COLLECTION

DESCRIPTORS - INSTRUCTIONAL MATERIALS; TEACHING GUIDES; *RESOURCE UNITS; *POLICE COMMUNITY RELATIONSHIP; POLICE SCHOOL RELATIONSHIP; KINDERGARTEN; GRADE 1; GRADE 2; *STUDENT ATTITUDES; *LAW ENFORCEMENT; SERVICES; EVALUATION TECHNIQUES; *CAREER EDUCATION
IDENTIFIERS - ATTITUDES APPRECIATIONS

ABSTRACT - THE PURPOSE OF THIS PROGRAM, DESIGNED FOR KINDERGARTEN, FIRST, AND SECOND GRADES, ARE: (1) TO HELP CHILDREN DEVELOP A POSITIVE ATTITUDE TOWARD LAW ENFORCEMENT, (2) TO ESTABLISH A RAPPORT BETWEEN PRIMARY GRADE CHILDREN AND THE UNIFORMED OFFICER, AND (3) TO REINFORCE BASIC RULES AND REGULATIONS WHICH GOVERN ACTIVITIES WITHIN THE CHILD'S ENVIRONMENT. INSTRUCTIONAL ACTIVITIES INCLUDE VISITS FROM OFFICER FRIENDLY PLUS VARIED SUPPLEMENTARY MATERIALS. AN EVALUATION OF THE CHILD'S PROGRESS CAN BE MADE USING TAPE RECORDINGS OF ANSWERS TO QUESTIONS AND COMPARING RESPONSES AS TIME PROGRESSES. THERE ARE 12 LESSONS INCLUDED FOR KINDERGARTEN, 12 FOR GRADE 1 AND EIGHT FOR GRADE 2. TOPICS INCLUDE: (1) MEETING OFFICER FRIENDLY, (2) TRAFFIC SIGNALS, (3) ROLES OF OFFICER FRIENDLY, (4) CALLING FOR HELP, (5) GOOD CITIZENSHIP, (6) BUS AND AUTO SAFETY, AND (7) DRUGS. THE TEACHERS MANUAL CONTAINS AN OUTLINE OF EACH LESSON AND INCLUDES SUGGESTED PAGES TO USE IN THE ACTIVITY BOOK, PURPOSE, DISCUSSION IDEAS, AND SUGGESTED ACTIVITIES. AN ACTIVITY BOOK IS PROVIDED FOR THE FIRST AND SECOND GRADES. (GEB)

VT 015 204
COORDINATORS' GUIDE FOR PROGRAMS FOR EDUCATIONAL AND CAREER EXPLORATION (P.E.C.E.).

GEORGIA UNIV., ATHENS.
MF AVAILABLE IN VT-ERIC SET.
CVTE-B-18
PUB DATE - AUG70 178P.PAES COLLECTION

DESCRIPTORS - *RESOURCE GUIDES; SECONDARY GRADES; CURRICULUM GUIDES; TEACHING GUIDES; VISUAL AIDS; INSTRUCTIONAL MATERIALS; *LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; SELF CONCEPT; *CAREER EDUCATION; VOCATIONAL EDUCATION; CAREERS; DECISION MAKING SKILLS; OCCUPATIONAL INFORMATION; OCCUPATIONAL CHOICE; *OCCUPATIONAL CLUSTERS; RESOURCE MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - COMPILED FROM THE CONTRIBUTIONS OF LOCAL COORDINATORS WHO WERE IN TRAINING IN GEORGIA DURING THE SUMMERS OF 1969 AND 1970, THIS RESOURCE GUIDE FOR COORDINATORS OF PROGRAMS FOR EDUCATIONAL AND CAREER EXPLORATION (PECE) IN GRADES 7, 8, AND 9, INCLUDES AN INTRODUCTORY RATIONALE DESCRIBING SIX BROAD OBJECTIVES OF PECE AND STRESSES ACTUAL WORK PARTICIPATION AND JOBS DICUSSIONS BASED UPON SELF AWARENESS, VOCATIONAL INFORMATION, AND DECISION MAKING ABILITIES. NINETEEN SUGGESTED INSTRUCTIONAL UNITS WITH SEPARATE REFERENCE LISTS, A REVIEW UNIT, AN EVALUATION SECTION WITH AN APPENDIX, A 50-PAGE TABLE OF SELECTED OCCUPATIONS CLASSIFIED BY GROUP AND LEVEL, AND A DETAILED OUTLINE OF AN INITIAL CLASS MEETING COMPLETE THE GUIDE. EACH UNIT LISTS BEHAVIORAL OBJECTIVES AND PROVIDES A VARIETY OF LEARNING EXPERIENCES INCLUDING FIELD TRIPS, SURVEYS, CLASSROOM ACTIVITIES, AND VISUAL AIDS. AN ORIENTATION TO PECE IN DETAILED OUTLINE FORM INCLUDES ADDITIONAL LEARNING ACTIVITIES AND MATERIALS. DIVIDED INTO THREE COLUMNS, THE 50-PAGE OCCUPATIONAL CHART LISTS WORK ROLES (VOCATIONS), WORK SETTINGS (PLACES OF EMPLOYMENT), AND ACTIVITIES DIRECTLY RELATED TO THOSE OCCUPATIONS. (AG)

VT 015 206
SELF AWARENESS THROUGH BLACK STUDIES.

ATLANTA UNIV., GA.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-8-7
PUB DATE - MAY70 16P.PAES COLLECTION

DESCRIPTORS - CAREER EDUCATION; TEACHING GUIDES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; REFERENCE MATERIALS; AUDIOVISUAL AIDS; VISUAL AIDS; BOOKS; FILMS; FILMSTRIPS; PRIMARY GRADES; ELEMENTARY GRADES; SOCIAL SCIENCES; HUMANITIES; *AFRICAN AMERICAN STUDIES; *CULTURAL AWARENESS; *SELF CONCEPT; IDENTIFICATION (PSYCHOLOGICAL); *LANGUAGE ARTS; *NEGRO ROLE
IDENTIFIERS - *SELF AWARENESS; ATTITUDES; APPRECIATIONS; EDUCATION PROFESSIONS DEVELOPMENT ACT; EPDA

ABSTRACT - PART OF AN EDUCATION PROFESSIONS DEVELOPMENT ACT (EPDA) PROJECT FOR TEACHER USE IN PRIMARY AND ELEMENTARY GRADES, THIS INSTRUCTIONAL UNIT PRESENTS A BRIEF OVERVIEW OF BLACK AMERICAN HISTORY, DESIGNED TO IMPROVE THE BLACK CHILD'S SELF-IMAGE. GENERAL OBJECTIVES OF THE UNIT INCLUDE PREPARATION OF PUPILS TO IDENTIFY BLACK LEADERS IN VARIOUS AREAS, TO KNOW SOME OF THE CONTRIBUTIONS MADE BY BLACK PEOPLE, TO IDENTIFY WITH SOME OF THE PERSONALITIES STUDIED, AND TO TAKE PART IN SEMINARS WITH LOCAL BLACK PERSONALITIES CONTRIBUTING SINGIFICANTLY TO AMERICAN LIFE. THE BLACK STUDIES PROGRAM IS INTEGRATED WITH SUCH ASPECTS OF LANGUAGE ARTS AS DEVELOPING WORK SKILLS, GRAMMAR, ORAL PRESENTATION, ROLE PLAYING, AND UTILIZATION OF REFERENCE MATERIALS. INITIATORY ACTIVITIES FOR THE UNIT AND BRIEF OUTLINES OF THE VARIOUS LANGUAGE ARTS ACTIVITIES, PROVIDE CONTENT, BEHAVIORAL OBJECTIVES, SKILLS TO BE DEVELOPED, PROCEDURES, AND EVALUATION SUGGESTIONS. SUGGESTIONS FOR OVERALL UNIT EVALUATION AND A BIBLIOGRAPHY OF BOOKS, PERIODICALS, FILMS, FILMSTRIPS, AND RECORDS ARE INCLUDED. (AW)

VT 015 209 ED 063 462
OCCUPATIONAL INFORMATION VIA TV. OCCUPATIONAL INFORMATION MATERIALS PROJECT.

ATLANTA PUBLIC SCHOOLS, GA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
CVTE-AC0536
PUB DATE - 70 148P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *HEALTH OCCUPATIONS; STUDY GUIDES; BIBLIOGRAPHIES; INSTRUCTIONAL FILMS; *VIDEO TAPE RECORDINGS; RESOURCE MATERIALS; AUDIOVISUAL AIDS; ELEMENTARY GRADES; SECONDARY GRADES; HUMAN SERVICES; HEALTH; WELFARE; LEARNING ACTIVITIES
IDENTIFIERS - DECISIONS; EDUCATIONAL AWARENESS; SELF AWARENESS; ATTITUDES APPRECIATIONS; ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - DEVELOPED BY TELEVISION STAFF AND PERSONNEL FROM A DEMONSTRATION PROJECT FUNDED BY TITLE III OF THE ELEMENTARY AND SECONDARY EDUCATION ACT, THIS TEACHING GUIDE CONTAINS FOUR TELEVISION PROGRAMS DESIGNED TO PROVIDE CHILDREN FROM VARIOUS SOCIOECONOMIC BACKGROUNDS IN GRADE 3-8 WITH INFORMATION CONCERNING HOSPITAL, PUBLIC HEALTH, AND DENTAL OCCUPATIONS. IN ADDITION TO PROVIDING INFORMATION, THE MATERIALS ARE DESIGNED TO DEMONSTRATE THE ROLE OF WORK, DEVELOP POSITIVE WORK ATTITUDES, AND FACILITATE REALISTIC EDUCATIONAL CHOICES. INFORMATION PROVIDED FOR THE FOUR TELEVISIONS PROGRAMS, WHICH ARE REVISIONS OF TELE-LESSONS FIRST PRESENTED DURING THE 1968-1969 SCHOOL YEAR, INCLUDE: (1) STUDY GUIDES CONTAINING THE PURPOSE OF THE PROGRAMS, HIGHLIGHTED CONCEPTS, VOCABULARY TERMS, SUPPLEMENTARY BOOKS AND FILMS, AND ACTIVITIES FOR BEFORE, DURING, AND AFTER THE TELECAST, (2) THE TELEVISION SCRIPTS, (3) POSTERS DEPICITING THE HEALTH PERSONNEL IN THEIR WORK SETTING, AND (4) DUTIES, PERSONAL QUALIFICATIONS, AND TRAINING REQUIREMENTS FOR EACH OCCUPATION. TO AID OTHER SCHOOLS IN THE PRODUCTION OF SIMILAR PROGRAMS, THE GUIDE CONTAINS A MODEL AND REPORT DESCRIBING THE PROCEDURES FOLLOWED IN DEVELOPING THE MATERIALS. (SB)

VT 015 211 ED 062 545
A SECONDARY PRE-VOCATIONAL CURRICULUM GUIDE FOR TEACHERS OF THE EDUCABLE MENTALLY RETARDED.

ATLANTA PUBLIC SCHOOLS, GA.
EDRS PRICE MF-$0.65 HC-$6.58.
CVTE-8-3C-33
PUB DATE - 70 172P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *PREVOCATIONAL EDUCATION; *CURRICULUM GUIDES; *SPECIAL EDUCATION; TEACHING GUIDES; RESOURCE GUIDES; BIBLIOGRAPHIES; INSTRUCTIONAL AIDS; SECONDARY GRADES; STUDENT EVALUATION; EVALUATION TECHNIQUES; MODELS; BEHAVIORAL OBJECTIVES; *EDUCABLE MENTALLY HANDICAPPED; LEARNING ACTIVITIES; EDUCATIONAL RESOURCES; INTEGRATED CURRICULUM
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - PREPARED BY A COMMITTEE OF EIGHT SECONDARY SPECIAL EDUCATION TEACHERS, THIS CURRICULUM GUIDE IS DESIGNED FOR SECONDARY TEACHERS WHO HAVE SPECIALIZED TRAINING IN THE AREA OF MENTAL RETARDATION. IT PROVIDES SUGGESTED TECHNIQUES AND RESOURCES FOR PLANNING AND IMPLEMENTING PROGRAMS FOR A 4-QUARTER SCHOOL YEAR THAT WILL HELP THE MENTALLY RETARDED SECONDARY STUDENT ACQUIRE THE KNOWLEDGE, SKILLS AND ATTITUDES NECESSARY TO BECOME A WELL-ADJUSTED, CONTRIBUTING MEMBER OF HIS COMMUNITY. THE GUIDE CONTAINS A COMPLETE LISTING OF COURSES (ENGLISH, MATHEMATICS, SOCIAL STUDIES, AND PREVOCATIONAL AND VOCATIONAL INFORMATION) FOR GRADES 8-12, AND THE CONTENT TO BE COVERED IN EACH COURSE IS OUTLINED ALONG WITH SPECIFIC BEHAVIORAL OBJECTIVES AND A LIMITED NUMBER OF INSTRUCTIONAL PROCEDURES. ALSO INCLUDED ARE SECTIONS ON INSTRUCTIONAL RESOURCES, TEACHING AIDS, AND EVALUATIVE TECHNIQUES. TO AID THE TEACHER IN LESSON PLANNING AND EVALUATING STUDENT PROGRESS, AN INSTRUCTIONAL MODEL COMPOSED OF A BEHAVIOR, CONTENT, AND EVALUATION DOMAIN IS DISCUSSED, DIAGRAMED, AND OPERATIONALIZED. THIS MODEL EMPHASIZES ASSESSING COMPETENCIES PRIOR TO INSTRUCTION AND ANALYZING THE INSTRUCTIONAL TASK IN LIGHT OF THESE COMPETENCIES. TEACHERS ARE ALSO ENCOURAGED TO USE THE GUIDE, "HELPING CHILDREN REACH THEIR POTENTIAL." (SB)

VT 015 212
RESERVE OFFICERS TRAINING CORPS JUNIOR DIVISION, U.S. ARMY CADET REGULATIONS.

ATLANTA PUBLIC SCHOOLS, GA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-B-35
PUB DATE - ND 43P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *MANUALS; *INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; *MILITARY ORGANIZATIONS; *MILITARY TRAINING; VISUAL AIDS; GRADE 10; GRADE 11; GRADE 12; TRAINING OBJECTIVES
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS DETAILED STUDENT MANUAL FOR THE JUNIOR ARMY RESERVE OFFICER TRAINING CORPS (ROTC) IN ATLANTA PUBLIC SCHOOLS CONTAINS 21 SHORT SECTIONS LISTING SPECIFIC CADET REGULATIONS IN OUTLINE FORM. ILLUSTRATIONS OF CADET INSIGNIA AND A SAMPLE MERIT-DEMERIT REPORT FORM ARE INCLUDED IN A 14-PAGE APPENDIX. THE FOREWORD CALLS UPON SENIOR HIGH SCHOOL LEADERS TO DEFEND AMERICAN IDEALS BY COMBINING BASIC MILITARY TRAINING IN JUNIOR ROTC WITH ACADEMIC CAREER PREPARATION. GENERAL PROVISIONS AND RULES FOR THE ORGANIZATION OF JUNIOR ROTC, BEHAVIORAL STANDARDS AND TRAINING OBJECTIVES, AND AN EXPLANATION OF THE MERIT SYSTEM ARE INCLUDED IN THE CADET GUIDE. (AG)

VT 015 213
PHYSICAL EDUCATION 305.

ATLANTA PUBLIC SCHOOLS, GA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-B-36
PUB DATE - ND 6P.PAES COLLECTION

DESCRIPTORS - *PHYSICAL EDUCATION; RESOURCE MATERIALS; INSTRUCTIONAL AIDS; *TEACHING GUIDES; *CAREER EDUCATION; TEACHING PROCEDURES; GRADE 12; *BEHAVIORAL OBJECTIVES; *VOCATIONAL INTERESTS; STUDENT INTERESTS; CAREER CHOICE
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THESE SIX LOOSE-LEAF PAGES OUTLINE THE THEORY AND PRACTICE OF PHYSICAL EDUCATION FOR TEACHER USE IN A SENIOR HIGH SCHOOL COURSE FOR STUDENTS INTERESTED IN PHYSICAL EDUCATION AS A CAREER. A 4-PAGE, 3-COLUMN TABLE LISTS BEHAVIORAL OBJECTIVES, DESIRED KNOWLEDGE, SKILLS AND CHARACTERISTICS FOR A PHYSICAL EDUCATION TEACHER, AND TEACHER GUIDELINES FOR STUDENT ACTIVITIES. A FINAL PAGE LISTING RESOURCE MATERIALS FOR PHYSICAL EDUCATION TEACHERS COMPLETES THE BRIEF TEACHING GUIDE. (AG)

VT 015 214
HEALTH CAREERS 301.

ATLANTA PUBLIC SCHOOLS, GA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-B-38
PUB DATE - ND 86P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; *CAREER EDUCATION; *HEALTH OCCUPATIONS EDUCATION; COURSE ORGANIZATION LESSON PLANS; *OCCUPATIONAL INFORMATION; BEHAVIORAL OBJECTIVES; *LEARNING ACTIVITIES; RESOURCE MATERIALS; CAREER PLANNING; WORK STUDY PROGRAMS; GRADE 11; GRADE 12; CURRICULUM GUIDES; HEALTH OCCUPATIONS; RESOURCE GUIDES; VOCATIONAL COUNSELING; OCCUPATIONAL GUIDANCE
IDENTIFIERS - CAREER AWARENESS; ATLANTA PUBLIC SCHOOLS; BEGINNING COMPETENCE

ABSTRACT - DESIGNED TO ACQUAINT 11TH AND 12TH GRADE STUDENTS WITH OPPORTUNITIES FOR CAREERS IN THE HEALTH OCCUPATIONS FIELD, THIS GUIDE IS ORGANIZED INTO THREE SECTIONS AND PRESENTED IN A LOOSE LEAF BINDER FOR THE TEACHER'S USE IN A 1-SEMESTER CLASS MEETING 1 HOUR EACH DAY OR 2 HOURS TWICE A WEEK. GENERAL OBJECTIVES OF THE COURSE, SUGGESTED PROCEDURES FOR ORGANIZING THE MATERIAL, A COURSE OUTLINE, AND AN APPENDIX INCLUDING INFORMATION TO STUDENTS AND ADMINISTRATIVE FORMS MAKE UP THE FIRST SECTION. A STUDY GUIDE EXPANDS THE COURSE OUTLINE AND PRESENTS THE SUBJECT MATTER IN FIVE UNITS, EACH OF WHICH CONTAINS AN ORIENTATION TO AND EXPLORATION OF CAREER OPPORTUNITIES, STUDENT SELF EVALUATION FOR A CAREER IN THE HEALTH FIELD, AND PLANS FOR AFTER HIGH SCHOOL. THIS SECOND SECTION CONTAINS DIRECTIONS FOR THE TEACHER, SUGGESTED CLASSROOM ACTIVITIES AND OBJECTIVES, LEARNING ACTIVITIES, RESOURCE MATERIALS, AN APPENDIX OF SUPPLEMENTARY COURSE MATERIALS FOR EACH UNIT, AND A BIBLIOGRAPHY OF HUMAN RESOURCES. IN THE FINAL SECTION, A DESCRIPTION FOR THE DEVELOPMENT OF A HEALTH OCCUPATIONS WORK-STUDY COURSE INCLUDES THE RATIONALE, OBJECTIVES, CRITERIA AND PROCEDURES FOR ORGANIZING A PROGRAM OF CLASSROOM INSTRUCTION COMBINED WITH ON-THE-JOB TRAINING. (AG)

VT 015 216
PHOTOGRAPHY--A CAREER PREPARATION UNIT WITHIN THE SCIENCE DEPARTMENT. MINI-GRANT REQUEST.

ATLANTA PUBLIC SCHOOLS, GA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A-47
PUB DATE - ND 10P.PAES COLLECTION

DESCRIPTORS - RESOURCE MATERIALS; REFERENCE MATERIALS; BEHAVIORAL OBJECTIVES; COURSE DESCRIPTIONS; *SECONDARY GRADES; *VOCATIONAL EDUCATION; CAREER EDUCATION; *VOCATIONAL DEVELOPMENT; *PHOTOGRAPHY; *SCIENCE COURSES; PROGRAM COSTS; PHOTOGRAPHIC EQUIPMENT; FACILITY REQUIREMENTS; BASIC SKILLS; EVALUATION TECHNIQUES; TEACHING TECHNIQUES
IDENTIFIERS - BEGINNING COMPTENCE; CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS SHORT OUTLINE FOR A PHOTOGRAPHY UNIT WITHIN A SENIOR HIGH SCHOOL SCIENCE CURRICULUM AIMS TO DEVELOP JOB ENTRY SKILLS IN PICTURE PRODUCTION AND TO PROMOTE AWARENESS OF VOCATIONAL OPPORTUNITIES IN PHOTOGRAPHY. EVALUATION PROCEDURES INCLUDE A DATA BANK OF INFORMATION ON THOSE WHO OBTAIN JOBS IN PHOTOGRAPHY, AND A COMMITTEE OF SEVERAL PROFESSIONAL PHOTOGRAPHERS WHO WILL EVALUATE STUDENT ACHIEVEMENT. COSTS FOR UNIT INSTALLATION ARE INCLUDED, AS WELL AS A RATIONALE, COURSE DESCRIPTION, REFERENCE LISTS, AND CONTENT OUTLINE. A LIST OF INSTRUCTIONAL MEDIA AND TEACHING SUGGESTIONS COMPLETE THE UNIT. (AG)

VT 015 220
HARGROVE, ELLIS, AND OTHERS
ARTFUL LIVING. A RESOURCE UNIT FOR ELEMENTARY GRADES 5-6.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA. DIV. OF VOCATIONAL AND LEADERSHIP EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CVTE-B52
PUB DATE - 20AUG71 14P.DEVELOPED AT CAREER ORIENTATION WORKSHIP (ATHENS, GEORGIA, AUGUST 16-20, 1971); PAES COLLECTION

DESCRIPTORS - *RESOURCE UNITS; *CAREER EDUCATION; CURRICULUM GUIDES; GRADE 5; GRADE 6; SERVICES; *GROUP RELATIONS; *FINE ARTS; *INTERPERSONAL RELATIONSHIP; LEARNING ACTIVITIES; OCCUPATIONAL INFORMATION; INSTRUCTIONAL MATERIALS; SELF CONCEPT
IDENTIFIERS - *ENTERTAINMENT; CAREER AWARENESS; SELF AWARENESS

ABSTRACT - THE PURPOSE OF THIS UNIT IS TO AID CHILDREN IN DEVELOPING THEIR NATURAL POTENTIAL FOR CREATIVE, ARTFUL LIVING. THE CHILDREN LEARN ABOUT THE VARIOUS OCCUPATIONS INVOLVING ARTS AND ENTERTAINMENT, HOW TO WORK WITH OTHERS, HOW TO EXPRESS THEIR IDEAS, AND TO DEVELOP A BETTER SELF-CONCEPT. THE LEARNING ACTIVITIES INCLUDE CONSTRUCTING OBJECTS OR MODELS, MAKING BLUEPRINTS, GATHERING MATERIALS, SUPPLIES, AND TOOLS, MAKING FIELD TRIPS, AND ROLE-PLAYING VARIOUS JOBS. SPECIFIC CAREER UNITS ARE INCLUDED FOR: (1) ARCHITECTS, (2) SINGERS, (3) PHOTOGRAPHY, AND (4) USHERS. EACH UNIT INCLUDES OBJECTIVES, CONTENT, LEARNING EXPERIENCES, RESOURCES, INSTRUCTIONAL STRATEGIES, EVALUATIVE MEASURES, AND LINKING POSSIBILITIES. A STUDENT BIBLIOGRAPHY AND A TEACHER BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 015 221
RAPER, SUSIE, AND OTHERS
OUTDOOR CAREERS--CAREERS IN AGRICULTURE. A RESOURCE UNIT FOR GRADES ONE AND TWO.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA. DIV. OF VOCATIONAL AND LEADERSHIP EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CVTE-B-53
PUB DATE - 20AUG71 11P.PAES COLLECTION; DEVELOPED AT ORIENTATION WORKSHOP (ATHENS, GEORGIA, AUGUST 16-20, 1971).

DESCRIPTORS - GRADE 1; GRADE 2; *CAREER EDUCATION; *FARM OCCUPATION; *AGRICULTURE; *RESOURCE UNITS; STUDENT PROJECTS; LEARNING EXPERIENCE; *INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; BEHAVIORAL OBJECTIVES; BIBLIOGRAPHIES; FUNDAMENTAL CONCEPTS; EDUCATIONAL EQUIPMENT; SELF EVALUATION; STUDENT EVALUATION; AUDIOVISUAL AIDS
IDENTIFIERS - EDUCATIONAL AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - DEVELOPED AT A STATE CAREER ORIENTATION WORKSHOP BY A COMMITTEE WHOSE 10 MEMBERS REPRESENT SEVEN DIFFERENT COUNTIES, THIS RESOURCE UNIT ON AGRICULTURAL CAREERS PROVIDES PUPILS IN GRADES 1 AND 2 WITH EXPERIENCES RELATED IN A POSITIVE WAY TO AGRICULTURAL WORK ROLES. AN INTRODUCTORY LIST OF 10 BEHAVIORAL OBJECTIVES CONCERNING AGRICULTURE AS AN OCCUPATION, VARIOUS LEARNING PROJECTS AND "REAL-LIFE" EXPERIENCES, RELATED CONCEPTS FROM MANY FIELDS, AND IDEAS FOR INSTRUCTIONAL AIDS FORM FOUR MAJOR SUBDIVISIONS OF THE RESOURCE UNIT, PRESENTED IN OUTLINE FORM. A 3-PARAGRAPH OVERVIEW STATING THE PROGRAM RATIONALE, A LIST OF EQUIPMENT AND MATERIALS, TEACHER AND PUPIL EVALUATIVE METHODS, AND A 5-PAGE BIBLIOGRAPHY INCLUDING BOOKS FOR THE TEACHER AND FOR THE PUPILS AS WELL AS FILMS, FILMSTRIPS, AND SONGS, COMPLETE THE GROUP OF RESOURCE TOPICS INVOLVING OUTDOOR CAREERS. (AG)

VT 015 222
DOUHNE, REINA, AND OTHERS
OUTDOOR CAREERS (PLANT LIFE). A RESOURCE UNIT FOR GRADES THREE AND FOUR.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA. DIV. OF VOCATIONAL AND LEADERSHIP EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CVTE-B-54
PUB DATE - 20AUG71 10P.PAES COLLECTION; DEVELOPED AT CAREER ORIENTATION WORKSHOP (ATHENS, GEORGIA, AUGUST 16-20, 1971).

DESCRIPTORS - GRADE 3; GRADE 4; *RESOURCE UNITS; *CAREER EDUCATION; BEHAVIORAL OBJECTIVES; *LEARNING ACTIVITIES; BIBLIOGRAPHIES; COMMUNITY RESOURCES; FIELD TRIPS; INSTRUCTIONAL MATERIALS; EVALUATION TECHNIQUES; AGRICULTURAL OCCUPATIONS; *PLANT SCIENCE; TEACHING PROCEDURES; VOCABULARY; SERVICES
IDENTIFIERS - EDUCATIONAL AWARENESS; CAREER AWARENESS

ABSTRACT - THIS RESOURCE UNIT ON CAREERS IN PLANT LIFE EDUCATION FOR GRADES 3 AND 4 OUTLINES GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, TEACHING SUGGESTIONS, LEARNING ACTIVITIES, AND CURRICULUM TIE-INS. LISTS OF OCCUPATIONS, COMMUNITY RESOURCES, MATERIALS, AND VOCABULARY ARE PROVIDED. A BRIEF BIBLIOGRAPHY AND SUGGESTIONS FOR EVALUATION COMPLETE THE GUIDE WHICH WAS DEVELOPED BY EIGHT COUNTY EDUCATORS AT A 1971 CAREER ORIENTATION WORKSHOP IN GEORGIA. (AG)

VT 015 224
COLELLA, CATHY;SOURIFMAN, VIVIAN
COMMUNICATIONS UNIT, 4TH AND 5TH GRADES.

HACKENSACK PUBLIC SCHOOLS, N.J. CAREER EDUCATION CENTER.
MF AVAILABLE IN VT-ERIC SET.
CVTE-E-11
PUB DATE - ND 29P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *COMMUNICATION (THOUGHT TRANSFER); *LANGUAGE SKILLS; *INTERMEDIATE GRADES; LEARNING ACTIVITIES; *UNIT PLAN; RESOURCE MATERIALS; REFERENCE MATERIALS; AUDIOVISUAL AIDS; DEFINITIONS; BEHAVIORAL OBJECTIVES; VOCATIONAL INTERESTS; INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; FIELD TRIPS; ROLE PLAYING; TEACHING PROCEDURES; INTEGRATED CURRICULUM; INDUSTRY
IDENTIFIERS - SELF AWARENESS; CAREER AWARENESS

ABSTRACT - THIS UNIT FOR GRADES 4 AND 5,

ADAPTABLE TO GRADES 6,7, AND 8, PROVIDES A BASIC PROGRAM ON COMMUNICATION CAREERS FOR INTEGRATION INTO A CURRICULUM OVER A PERIOD OF SEVERAL MONTHS OR MORE. WRITTEN BY AN ELEMENTARY SCHOOL TEACHER AND A CAREER EDUCATION COORDINATOR, THE UNIT AIMS TO DEVELOP AWARENESS OF ABILITIES AND INTERESTS, AS WELL AS AN APPRECIATION FOR BUSINESS INTERRELATIONSHIPS IN THE COMMUNICATIONS FIELDS. LANGUAGE ARTS SKILLS WILL BE RELATED TO JOB TASKS IN COMMUNICATIONS. LEARNING ACTIVITIES FOCUS ON RESEARCHING ONE OF EIGHT COMMUNICATION INDUSTRIES, ROLE PLAYING A SPECIFIC JOB, AND ALLOWING INDUSTRIES TO WORK TOGETHER. A SAMPLE SLIDE TAPE PRESENTATION ON COMMUNICATION CAREERS IS INCLUDED, TOGETHER WITH A SUGGESTED UNIT INTRODUCTION AND ACTIVITIES. FOR EACH OF THE INDUSTRIES, PERFORMANCE OBJECTIVES AND "REAL-LIFE" ACTIVITIES ARE GIVEN. WORKSHEETS FOR USE ON A BELL TELEPHONE COMPANY TOUR ARE INCLUDED. TEACHING RESOURCES AND SUGGESTIONS, TOGETHER WITH TERM DEFINITIONS FOR TELEVISION PRODUCTION, COMPLETE THE UNIT. (AG)

VT 015 225
DE CONDO, ANTHONY;SOURIFMAN, VIVIAN
EMPLOYMENT BUREAU, 5TH GRADE.

HACKENSACK PUBLIC SCHOOLS, N.J. CAREER EDUCATION CENTER.
MF AVAILABLE IN VT-ERIC SET.
CVTE-E-12
PUB DATE - ND 15P.PAES COLLECTION

DESCRIPTORS - *WORK EXPERIENCE PROGRAMS; SCHOOL ACTIVITIES; ACTIVITY LEARNING; JOB DEVELOPMENT; JOB APPLICATION; EMPLOYMENT INTERVIEWS; OCCUPATIONAL GUIDANCE; GRADE 5; *CAREER EDUCATION; *TEACHING GUIDES; INTERMEDIATE GRADES; OCCUPATIONAL INFORMATION; *VOCATIONAL DEVELOPMENT; *EMPLOYMENT SERVICES; VOCATIONAL COUNSELING; INSTRUCTIONAL MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS PROGRAM FOR A FIFTH GRADE CAREER DEVELOPMENT EMPLOYMENT BUREAU IS DESIGNED TO STIMULATE WORLD-OF-WORK ACTIVITIES FOR CAREER EDUCATION THROUGH ON-THE-JOB, IN-SCHOOL EXPERIENCES. OVERALL OBJECTIVES OF THE PROGRAM AND PROCEDURES ARE GIVEN FOR ESTABLISHING AN IN-SCHOOL EMPLOYMENT BUREAU TO PROVIDE STUDENTS WITH CAREER EDUCATION ON AN INDIVIDUALIZED BASIS AND TO ASSIST SPECIALITY TEACHERS TO WHOM THE TRAINEES REPORT. JOB DESCRIPTIONS AND APPLICATION FORMS USED FOR THE PROGRAM ARE SIMILAR IN FORMAT TO FORMS USED IN BUSINESS AND INDUSTRY. THE SAMPLE JOB DESCRIPTIONS INCLUDED LIST THE TASKS AND SKILLS TO BE LEARNED AND PERFORMED BY THE STUDENT, SUGGEST THE NUMBER OF HOURS THE STUDENT TRAINEE SHOULD WORK, SPECIFY THE PREFERRED QUALIFICATIONS OF THE STUDENT FOR THE JOB, AND STATE THE TEACHER DIRECTIONS FOR TRAINING THE APPLICANT. A CONTEST DESIGNED TO PUBLICIZE THE PROGRAM TO FUTURE TRAINEES MIGHT BE HELD TO FIND A NAME FOR THE JOB CORPS PROGRAM, WITH THE STUDENTS ALREADY IN TRAINING MAKING AND WEARING CAMPAIGN-TYPE BUTTONS GIVING THE NAME OF THE TRAINEE, HIS JOB TITLE, AND PICTURE. A LIST OF POSSIBLE JOBS IN AN ELEMENTARY SCHOOL SETTING IS PROVIDED. (RN)

VT 015 226
HEALTH OCCUPATIONS.

HACKENSACK PUBLIC SCHOOLS, N.J. CAREER EDUCATION CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 3P.PAES COLLECTION

DESCRIPTORS - UNIT PLAN; *UNITS OF STUDY (SUBJECT FIELDS); *COURSE ORGANIZATION; GRADE 4; *HEALTH OCCUPATIONS; *OCCUPATIONAL INFORMATION; LEARNING ACTIVITIES; SPEAKING ACTIVITIES; FIELD TRIPS; ASSEMBLY PROGRAMS; *SCHOOL COMMUNITY COOPERATION; SERVICES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS COURSE OUTLINE FOR A UNIT IN HEALTH OCCUPATIONS FOR FOURTH GRADE STUDENTS IS PRESENTED IN FOUR MAJOR DIVISIONS. THEY INCLUDE (1) AN INTRODUCTION WHICH IS CONCERNED WITH THE STRUCTURE, FUNCTION, AND CARE OF THE EYE, (2) A LIST OF VISITING PRACTITIONERS FROM THE COMMUNITY WHO SPEAK ABOUT THEIR OCCUPATIONS, (3) A LIST OF FIELD TRIPS TO BE TAKEN TO LOCAL COMMUNITY PLACES OF BUSINESS, AND (4) CULMINATING ACTIVITIES WHICH DEMONSTRATE THE LEARNING ACCOMPLISHED. (MU)

VT 015 227 ED 063 463
INDUSTRIAL PREP, VOLUME ONE, SOPHOMORE YEAR--INTRODUCTION MATHEMATICS.

HACKENSACK PUBLIC SCHOOLS, N.J.
EDRS PRICE MF-$0.65 HC-$9.87.
CVTE-E-8
PUB DATE - ND 260P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; *SHOP CURRICULUM; VISUAL AIDS; GRADE 10; BEHAVIORAL OBJECTIVES; *MATHEMATICS INSTRUCTION; *TEACHING GUIDES; CURRICULUM GUIDES; INSTRUCTIONAL AIDS; DEVELOPMENTAL PROGRAMS; PROGRAM CONTENT; STUDENT PROJECTS; WORKSHEETS; TESTS; LESSON PLANS; LEARNING ACTIVITIES; *INTERDISCIPLINARY APPROACH; INTEGRATED CURRICULUM
IDENTIFIERS - CAREER EXPLORATION

ABSTRACT - AS PART OF A 3-YEAR COMPREHENSIVE INTERDISCIPLINARY PROGRAM DEVELOPED BY A GROUP OF EDUCATORS FROM HACKENSACK HIGH SCHOOL, NEW JERSEY, THIS TEACHING GUIDE FOR A GRADE 10 MATHEMATICS UNIT IS DESIGNED AS A YEAR LONG STUDY OF MEASUREMENT IN PREPARATION FOR FURTHER TECHNICAL STUDY IN GRADES 11 AND 12. DAILY LESSON PLANS FOR THE FOUR SOPHOMORE UNITS STRESS BASIC CONCEPTS AND APPLICATIONS OF MATHEMATICAL MEASUREMENT. STUDENTS CONSTRUCT MODELS OF DUCTWORK, GEOMETRIC SOLIDS, DENSITIES OF METALS, AND PAPER BOX FABRICATION WHICH PROMOTE GROUP AND INDIVIDUAL PARTICIPATION IN DEVELOPING NECESSARY CONCRETE MATHEMATICAL SKILLS. THE PROGRAM INCORPORATES THE USE OF COMMUNITY RESOURCES FOR FIELD TRIPS AND PRESENTATIONS, AND INCLUDES LINE DIAGRAMS, QUIZZES, STUDENT WORKSHEETS, AND ACTIVITY LISTS. INTRODUCTORY RATIONALES PRECEDE EACH OUTLINED UNIT. THIS VOLUME IS PLANNED FOR USE WITH FOUR OTHERS, AVAILABLE AS VT 015 228-VT 015 231 IN THIS ISSUE. (AG)

VT 015 228 ED 063 464

INDUSTRIAL PREP, VOLUME TWO, SOPHOMORE YEAR--BIOLOGY, ENGLISH, ARCHITECTURE, OCCUPATIONS.

HACKENSACK PUBLIC SCHOOLS, N.J.
EDRS PRICE MF-$0.65 HC-$9.87.
CVTE-E-8
PUB DATE - ND 270P.PAES COLLECTION

DESCRIPTORS - INTERDISCIPLINARY APPROACH; THEMATIC APPROACH; *CAREER EDUCATION; VOCATIONAL EDUCATION; BEHAVIORAL OBJECTIVES; GRADE 10; *ENGLISH CURRICULUM; AUDIOVISUAL AIDS; BIBLIOGRAPHIES; RESOURCE MATERIALS; WORKSHEETS; LESSON PLANS; LEARNING ACTIVITIES; *BIOLOGY INSTRUCTION; *TEACHING GUIDES; CURRICULUM GUIDES; *ARCHITECTURE; DEVELOPMENTAL PROGRAMS; INDUSTRIAL EDUCATION
IDENTIFIERS - CAREER EXPLORATION

ABSTRACT - CURRENTLY RELEVANT TOPICS IN ENGLISH, BIOLOGY, ARCHITECTURAL SKILLS, AND OCCUPATIONS ARE PRESENTED IN FOUR TEACHING UNITS FOR GRADE 10 BY MEANS OF MODEL LESSON PLANS, UNIT PROJECTS, AND A VARIETY OF STUDENT WORKSHEETS. SUPPLEMENTING THE TEACHING GUIDE ARE LISTS OF RESOURCE AND REFERENCE IDEAS RANGING FROM VISUAL AIDS TO VOCABULARY TERMS AND LEARNING ACTIVITIES. AS THE SECOND VOLUME IN A 3-YEAR COMPREHENSIVE INTERDISCIPLINARY PROGRAM IN INDUSTRIAL PREPARATION FOR VOCATIONAL STUDENTS, THE GUIDE REPRESENTS A PART OF A YEAR-LONG DEVELOPMENTAL PROGRAM WITH A LABORATORY APPROACH. APPROXIMATELY HALF OF THE VOLUME CONSISTS OF FOUR SEPARATE THEMATIC UNITS AIMED AT DEVELOPING LANGUAGE ARTS COMMUNICATION SKILLS WITHIN THE ENGLISH CURRICULUM. THE FOUR SUBJECTS DISCUSSED ARE (1) NEWSPAPERS AND MAGAZINES AS EXAMPLES OF MASS MEDIA, (2) SELF-UNDERSTANDING DERIVED FROM DISCUSSIONS OF SPEECH, PSYCHOLOGY, AND LITERATURE TOPICS, (3) PHOTOGRAPHY AND (4) CORRELATED LANGUAGE ARTS ACTIVITIES. METHODS OF IMPLEMENTING BEHAVIORAL OBJECTIVES FOR EACH OUTLINED UNIT ARE SUGGESTED IN THE DETAILED UNIT AND PROGRAM INTRODUCTIONS. THE VOLUME IS PLANNED FOR USE WITH FOUR OTHERS, AVAILABLE AS VT 015 227-VT 015 231 IN THIS ISSUE. (AG)

VT 015 229 ED 063 465
INDUSTRIAL PREP, VOLUME THREE, JUNIOR YEAR--CONTENTS: PHYSICS AND ENGLISH.

HACKENSACK PUBLIC SCHOOLS, N.J.
EDRS PRICE MF-$0.65 HC-$13.16.
CVTE-E-8
PUB DATE - ND 397P.PAES COLLECTION

DESCRIPTORS - BIBLIOGRAPHIES; GRADE 11; *INTERDISCIPLINARY APPROACH; *TEACHING GUIDES; *ENGLISH CURRICULUM; SELF CONCEPT; *CAREER EDUCATION; VOCATIONAL EDUCATION; INSTRUCTIONAL AIDS; DEVELOPMENTAL PROGRAMS; CURRICULUM GUIDES; *PHYSICS CURRICULUM; BEHAVIORAL OBJECTIVES; STUDENT PROJECTS; PROJECT TRAINING METHODS; TEACHING PROCEDURES; AUDIOVISUAL AIDS; OCCUPATIONAL GUIDANCE; WORKSHEETS

ABSTRACT - THIS GRADE 11 TEACHING GUIDE CONTAINS TWO CURRICULUMS WHICH FOCUS ON 10 TEAM PHYSICS PROJECTS AND FIVE THEMATIC UNITS IN ENGLISH. THE 10 GROUP PHYSICS PROJECTS ARE DERIVED FROM THE APPLICATION OF THREE LABORATORY UNITS ON THE PROPERTIES OF MATTER, MECHANICS, AND ELECTRICITY. THE OUTLINED ENGLISH CURRICULUM RANGES FROM SUCH SPECIFICALLY PRAGMATIC TOPICS AS WORK PREPARATION AND PHYSICS TO MORE BROADLY APPLICABLE UNITS ON TELEVISION, ECONOMICS, AND PREJUDICE, STRESSING RELEVANCE TO THE NEEDS AND INTERESTS OF VOCATIONAL STUDENTS. THE EXTENSIVE ECONOMICS UNIT DEALS WITH CONSUMER CREDIT AND BUYING USED CARS. THE UNIT ON PREJUDICE OUTLINES THE CAUSES AND EFFECTS OF SOCIAL DISCRIMINATION, PROVIDES LITERARY ILLUSTRATIONS WITH SUGGESTED PROJECTS AND A BIBLIOGRAPHY, AND DISCUSSES PREJUDICE IN MASS MEDIA. MULTIMEDIA RESOURCES AND IDEAS FOR THE GUIDE INCLUDE PROJECT LISTS, DISCUSSION QUESTIONS, VISUAL AIDS, AND STUDENT READING MATERIALS. PROCEDURES FOR IMPLEMENTING GOALS INCLUDE USE OF STUDENT WORKSHEETS FOR EACH PHYSICS LESSON, A STUDENT EVALUATION SHEET, TERM DEFINITIONS, AND DETAILED DAILY LESSON PLANS IN OUTLINE FORM. DEVELOPED BY A GROUP OF EDUCATORS FROM HACKENSACK HIGH SCHOOL, NEW JERSEY, THIS IS THE THIRD VOLUME IN A COMPREHENSIVE 3-YEAR INTERDISCIPLINARY PROGRAM IN INDUSTRIAL PREPARATION FOR VOCATIONAL STUDENTS. OTHERS ARE AVAILABLE AS VT 015 227-VT 015 231 IN THIS ISSUE. (AG)

VT 015 230 ED 063 466
INDUSTRIAL PREP, VOLUME FOUR, JUNIOR YEAR--CONTENTS: MATHEMATICS AND GUIDANCE.

HACKENSACK PUBLIC SCHOOLS, N.J.
EDRS PRICE MF-$0.65 HC-$9.87.
CVTE-E-8
PUB DATE - ND 279P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; GRADE 11; VISUAL AIDS; BEHAVIORAL OBJECTIVES; *MATHEMATICS INSTRUCTION; *TEACHING GUIDES; CURRICULUM GUIDES; LESSON PLANS; DEVELOPMENTAL PROGRAMS; INSTRUCTIONAL AIDS; PROGRAM CONTENT; STUDENT PROJECTS; WORKSHEETS; TESTS; LEARNING ACTIVITIES; *INTERDISCIPLINARY APPROACH; *CLASSROOM GUIDANCE PROGRAMS; GROUP GUIDANCE
IDENTIFIERS - CAREER EXPLORATION

ABSTRACT - AS PART OF A 3-YEAR COMPREHENSIVE INTERDISCIPLINARY PROGRAM IN INDUSTRIAL PREPARATION FOR VOCATIONAL STUDENTS, THIS 11TH GRADE TEACHING GUIDE CONSISTS OF UNITS ON TECHNICAL MATHEMATICS AND GUIDANCE. DESIGNED AS SUPPORTIVE MATERIAL FOR RELATED PHYSICS AND ENGLISH CURRICULUMS, THE FIRST FOUR SECTIONS OF VOLUME 4 ON ALGEBRA, VECTORS, SIMPLE MACHINES, AND ELECTRICITY STRESS FUNDAMENTAL CONCEPTS BY MEANS OF DAILY LESSON PLANS. ACCOMPANIED BY CLASSWORK AND COCURRICULAR ASSIGNMENT WORKSHEETS AND TESTS, THE 117 MATHEMATICS LESSONS ARE ILLUSTRATED WITH DETAILED LINE DIAGRAMS. MEANINGFUL SELF-APPRAISAL THROUGH GROUP AND PERSONAL GUIDANCE, LEADING TO A SUCCESSFUL OCCUPATIONAL CHOICE IS THE AIM OF A GUIDANCE UNIT WHICH DESCRIBES THE FUNCTIONS OF INTERESTS, APTITUDES, NEEDS, MOTIVATIONS, AND ATTITUDES IN CAREER PLANNING. FURTHER INSIGHT INTO HUMAN RELATIONS IS PROVIDED BY A DISCUSSION OF PREJUDICE AND STEPS FOR SOLVING PROBLEMS. CASE STUDIES, REFERENCES, PROJECT LISTS, AND WORKSHEETS ALSO ENRICH THIS GUIDANCE UNIT. VOLUME 4 IS PLANNED FOR USE

WITH FOUR OTHERS, AVAILABLE AS VT 015 227-VT 015 231 IN THIS ISSUE. (AG)

VT 015 231 ED 063 467
INDUSTRIAL PREP, VOLUME FIVE, SENIOR YEAR--ENGLISH, CHEMISTRY, SOCIAL STUDIES, AND OCCUPATIONAL RELATIONS.

HACKENSACK PUBLIC SCHOOLS, N.J.
EDRS PRICE MF-$0.65 HC-$13.16.
CVTE-E-8
PUB DATE - ND 358P.PAES COLLECTION

DESCRIPTORS - GRADE 12; BEHAVIORAL OBJECTIVES; *CAREER EDUCATION; VOCATIONAL EDUCATION; BIBLIOGRAPHIES; *TEACHING GUIDES; INTERDISCIPLINARY APPROACH; MULTIMEDIA INSTRUCTION; *ENGLISH CURRICULUM; INSTRUCTIONAL AIDS; WORK ATTITUDES; VISUAL AIDS; DEVELOPMENTAL PROGRAMS; HUMANITIES INSTRUCTION; RESOURCE MATERIALS; CURRICULUM GUIDES; *CHEMISTRY INSTRUCTION; OCCUPATIONAL GUIDANCE; *SOCIAL STUDIES UNITS
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS 12TH GRADE TEACHING GUIDE PRESENTS FOUR UNITS IN INDUSTRIAL PREPARATION FOR VOCATIONAL STUDENTS WHICH SERVE AS A GENERAL AND SPECIFIC VOCATIONAL BASIS EITHER FOR IMMEDIATE POST-SECONDARY EMPLOYMENT OR FOR FURTHER FORMAL TECHNICAL EDUCATION. THE FIVE DIVERSE ENGLISH CURRICULUM UNITS RANGE FROM VOCATIONAL PREPARATION AND CHEMISTRY TOPICS TO DISCUSSIONS OF LEISURE TIME ACTIVITIES, THE FILM, AND CURRENT WAR AND PEACE ISSUES. A SOCIAL STUDIES UNIT DEALS PRIMARILY WITH THE SOCIOLOGICAL IMPACT OF URBANIZATION AND THE CIVIC RESPONSIBILITIES OF INDUSTRY. AN OCCUPATIONAL RELATIONS UNIT PROVIDES SAMPLE CASE STUDIES DESIGNED TO INCREASE SELF-UNDERSTANDING IN INTERPERSONAL VOCATIONAL RELATIONSHIPS, AND A LABORATORY UNIT OF INDUSTRIALLY-ORIENTED CHEMISTRY TOPICS IS DESIGNED TO DEVELOP NINE SPECIFIC LABORATORY SKILLS. DEVELOPED AS PART OF A 3-YEAR COMPREHENSIVE INTERDISCIPLINARY PROGRAM BY A GROUP OF EDUCATORS FROM HACKENSACK HIGH SCHOOL, NEW JERSEY, THE GUIDE EMPLOYS A WIDE VARIETY OF "REAL-LIFE" APPROACHES, SUCH AS ROLE-PLAYING, TO INSURE STUDENT INTEREST. GENERAL AND SPECIFIC PROGRAM GOALS AND RATIONALES AND TEACHING SUGGESTIONS PRECEDE THE STUDENT READING MATERIALS, MULTIMEDIA RESOURCE MATERIALS, PROJECT LISTS, AND BIBLIOGRAPHIES. THIS VOLUME IS PLANNED FOR USE WITH FOUR OTHERS, AVAILABLE AS VT 015 227-VT 015 230 IN THIS ISSUE. (AG)

VT 015 232
TORRE, BONNIE
CAREER DEVELOPMENT--A PSYCHO-SOCIO APPROACH FOR LANGUAGE ARTS.

HACKENSACK PUBLIC SCHOOLS, N.J. CAREER DEVELOPMENT CENTER.
MF AVAILABLE IN VT-ERIC SET.
CVTE-E-17
PUB DATE - ND 104P.PAES COLLECTION

DESCRIPTORS - BIBLIOGRAPHIES; PSYCHOEDUCATIONAL PROCESSES; *RESOURCE UNITS; *DEVELOPMENTAL GUIDANCE; GUIDANCE OBJECTIVES; SELF EXPRESSION; *LANGUAGE ARTS; SELF EVALUATION; AUDIOVISUAL AIDS; REFERENCE MATERIALS; COMMUNICATION (THOUGHT TRANSFER); EXPERIMENTAL PROGRAMS; HUMAN DEVELOPMENT; TEACHING GUIDES; HUMANITIES; LEARNING ACTIVITIES; ADMINISTRATOR GUIDES; *CAREER EDUCATION; TEACHING TECHNIQUES; INSTRUCTIONAL MATERIALS; *VOCATIONAL DEVELOPMENT
IDENTIFIERS - SELF AWARENESS; CAREER AWARENESS

ABSTRACT - THIS PARTIALLY TESTED LANGUAGE ARTS RESOURCE UNIT FOR TEACHERS AND ADMINISTRATORS ENCOURAGES CREATIVITY BY DISCOVERING AND DEVELOPING HUMAN CAPABILITIES AND POTENTIAL THROUGH SUGGESTED GROUP EXPERIENCES. CONCEPTS AROUND WHICH CLASS ACTIVITIES ARE DESIGNED INVOLVE SELF-AWARENESS, LIFE GOALS AND VALUES, CAREER DEVELOPMENT, AND VOCATIONAL CHOICES. DIVIDED INTO TWO MAJOR UNITS OF SAMPLE MULTI-MEDIA STUDENT AND TEACHER MATERIALS PRESENTING BASIC AND ALTERNATE TEACHING PROCEDURES AND THEIR RATIONALES, THIS LEADER'S GUIDE PROVIDES THE INDIVIDUAL WITH THE MEANS TO REALIZE RELATIONSHIPS BETWEEN HIS LIFE GOALS AND HIS BASIC VALUES. DRAWING UPON INNOVATIVE TECHNIQUES OF THE HUMAN POTENTIALITIES MOVEMENT, THE AUTHOR'S INTENT IS TO PREPARE THE STUDENT FOR LIFE IN A MODERN SOCIETY. STUDENTS KEEP A JOURNAL THROUGHOUT THE COURSE AS THEY APPRAISE THEMSELVES, EXPLORE THEIR INTERESTS, AND THEN APPLY THIS INFORMATION TO POSSIBLE VOCATIONAL CHOICES. WEEK-BY-WEEK SEMESTER OUTLINES FOR SUGGESTED UNITS OF STUDY WHICH DISCUSS TEACHING APPROACHES AND AUDIOVISUAL AIDS CONSTITUTE MUCH OF THESE GUIDANCE MATERIALS. (AG)

VT 015 233
SAVAGE, EDWARD
THE FACTORY: A ROLE-PLAYING UNIT IN VOCATIONAL DEVELOPMENT FOR PRIMARY AND INTERMEDIATE SCHOOL STUDENTS.

HACKENSACK PUBLIC SCHOOLS, N.J. CAREER DEVELOPMENT CENTER.
MF AVAILABLE IN VT-ERIC SET.
CVTE-E-21
PUB DATE - ND PAES COLLECTION

DESCRIPTORS - GRADE 3; PRIMARY GRADES; INTERMEDIATE GRADES; INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; *TEACHING GUIDES; *ROLE PLAYING; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; LESSON PLANS; RESOURCE MATERIALS; FILMS; *LEARNING ACTIVITIES; AUDIOVISUAL AIDS; BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; INDUSTRIAL EDUCATION; RESOURCE MATERIALS
IDENTIFIERS - ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - PREPARED BY THE CAREER DEVELOPMENT CENTER FOR PROBABLE USE AT THE 3RD GRADE LEVEL, THIS TEACHING GUIDE WITH EXTENSIVE SAMPLE STUDENT MATERIALS AND A 4-PAGE SAMPLE FILM OR SLIDE SCRIPT ALLOWS PUPILS TO PLAY MANAGERIAL, SUPERVISORY, AND PRODUCTIVE ROLES IN A FACTORY SITUATION. DESIGNED TO INTRODUCE PUPILS TO INDUSTRIAL ORGANIZATIONAL PROBLEMS BY PROVIDING MATERIALS AND METHODS TO PRODUCE PAPER PRODUCTS, THIS ROLE-PLAYING UNIT ALSO INCLUDES A 1-PARAGRAPH OVERVIEW, A DETAILED 4-PAGE INTRODUCTION ENUMERATING SIX STAGES OF CONCEPTUAL DEVELOPMENT BASED ON A DEFINITION OF A FACTORY IN ADDITION TO PROVIDING AN EXTENSIVE RATIONALE FOR THE SEVEN SUGGESTED

LESSON PLANS, A LIST OF NEEDED MATERIALS, AND THREE BEHAVIORAL OBJECTIVES FOR THE UNIT. EACH OF THE SEVEN SUGGESTED LESSONS PRESENTS: (1) THE CONCEPT TO BE TAUGHT, (2) THE DESIRED BEHAVIORAL OBJECTIVE, (3) MATERIALS REQUIRED, AND (4) PROCEDURES. (AG)

VT 015 234
NEWBY, HOWARD L.
POST-SECONDARY VOCATIONAL INDUSTRIAL DRAFTING. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
TRAD-INDUS-EDU-PUB-9001
CURRICULUM COORDINATING UNIT, P.O. DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($2.50)
PUB DATE - 71 118P.1971 REVISION.

DESCRIPTORS - *CAREER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *STATE CURRICULUM GUIDES; *DRAFTING; BIBLOGRAPHIES; INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; POST SECONDARY EDUCATION; GRADE 13; GRADE 14; REFERENCE MATERIALS; RESOURCES MATERIALS; PROGRAM CONTENT; TEACHING METHODS; TEACHING PROCEDURES; ACTIVITY LEARNING; ACTIVITY UNITS; CLASS ACTIVITIES; COURSE OBJECTIVES
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE OF DRAFTING INSTRUCTORS FOR USE IN MISSISSIPPI POST-SECONDARY TRAINING CENTERS AND JUNIOR COLLEGES, THIS TEACHING GUIDE HAS BEEN AUTHENTICATED BY AN INDUSTRIAL COMMITTEE FOR USE IN THE STATE VOCATIONAL TRAINING PROGRAMS. THE COURSE OUTLINE FOR A 2-YEAR PROGRAM (6 HOURS A DAY, 5 DAYS A WEEK, 36 WEEKS A YEAR) IS PRESENTED SEPARATELY FOR EACH YEAR, IN A 2-COLUMN FORMAT OF TRADE PRINCIPLES AND TRADE PRACTICES AIMED AT PREPARING TRAINEES FOR ENTRY LEVEL JOBS OR PROMOTING THEIR PROGRESS ON THE JOB. DIRECTIONS TO THE INSTRUCTOR FOR USING THE GUIDE, A SHORT JOB DESCRIPTION AND A COURSE DESCRIPTION EMPHASIZE THE GENERAL OBJECTIVES, THE PREREQUISITES, THE COURSE CONTENT, AND THE NATURE OF THE TRAINING. A 4-PAGE BIBLIOGRAPHY INCLUDES TEXTBOOKS RECOMMENDED BY THE CURRICULUM COMMITTEE AND SUGGESTED REFERENCES. A PREFACE PROVIDES A RATIONALE AND AN EXTENSIVE APPENDIX INCLUDES A LISTING OF 6 CATEGORIES OF JOBS WITH A PROGRESS CHART, DRAFTING EXERCISES, A SUGGESTED LAYOUT FOR THE DRAFTING CLASSROOM, AND A SET OF GENERAL AND SPECIFIC JOB INSTRUCTION SHEETS. (AG)

VT 015 235
NEWBY, HOWARD L.
POST-SECONDARY VOCATIONAL AUTOMOTIVE MECHANICS. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
TRAD-INDUS-EDU-PUB-9003
CURRICULUM COORDINATING UNIT, P.O. DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($2.50)
PUB DATE - 71 141P.1971 REVISION.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; POST SECONDARY EDUCATION; GRADE 13; GRADE 14; *STATE CURRICULUM GUIDES; *TEACHING GUIDES; BIBLIOGRAPHIES; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL AIDS; REFERENCE MATERIALS; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; PERFORMANCE OBJECTIVES; COURSE CONTENT; COURSE OBJECTIVES; RESOURCE MATERIALS; TEACHING METHODS; TEACHING PROCEDURES; ACTIVITY LEARNING; ACTIVITY UNITS; CLASS ACTIVITIES; EVALUATION CRITERIA
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE OF AUTOMOTIVE MECHANICS INSTRUCTORS FOR USE IN MISSISSIPPI POST-SECONDARY TRAINING CENTERS AND JUNIOR COLLEGES, THIS TEACHING GUIDE HAS BEEN AUTHENTICATED BY AN INDUSTRIAL COMMITTEE FOR USE IN THE STATE VOCATIONAL TRAINING PROGRAMS. THE COURSE OUTLINE FOR A 2-YEAR 2160-HOUR PROGRAM IS PRESENTED SEPARATELY FOR EACH YEAR, IN A 2-COLUMN FORMAT OF TRADE PRINCIPLES AND TRADE PRACTICES AIMED AT PREPARING TRAINEES FOR ENTRY LEVEL JOBS FOR MONITORING PROGRESS ON THE JOB. IT IS ASSUMED THAT TRAINEES LACK PRIOR EXPERIENCE IN AUTOMOTIVE MECHANICS BUT HAVE AN APTITUDE AND INTEREST IN THE FIELD, AND THAT THE INSTRUCTOR HAS HAD TRADE EXPERIENCE AND UNDERSTANDS TEACHING METHODOLOGY. DIRECTIONS TO THE INSTRUCTOR FOR USING THE GUIDE, A SHORT JOB DESCRIPTION AND A COURSE DESCRIPTION EMPHASIZE THE GENERAL OBJECTIVES, THE PREREQUISITES, THE COURSE CONTENT, AND THE NATURE OF THE TRAINING. A 6-PAGE BIBLIOGRAPHY INCLUDES TWO SUGGESTED TEXTBOOKS RECOMMENDED BY THE CURRICULUM COMMITTEE AND 18 SOURCES FOR SUGGESTED REFERENCES. AN EXTENSIVE APPENDIX INCLUDES A LISTING OF 12 CATEGORIES OF SUGGESTED JOBS WITH A CHECKLIST FOR DESIRED JOB ABILITIES, AN OUTLINE OF NEEDED MATHEMATICS AND SCIENCE KNOWLEDGE, FOLD-OUT LAYOUTS AND LEGENDS FOR SHOP PLANS, AND A SET OF GENERAL AND SPECIFIC JOB INSTRUCTION SHEETS. (AG)

VT 015 261
LETTER WRITING.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-85
PUB DATE - ND 36P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; *RESOURCE UNITS; *LETTERS (CORRESPONDENCE); WRITING; *COMMUNICATION (THOUGHT TRANSFER); TRANSPARENCIES; LEARNING ACTIVITIES; INSTRUCTIONAL MATERIALS; EDUCATIONAL OBJECTIVES; GRADE 2; *WRITING SKILLS; WRITING EXERCISES
IDENTIFIERS - EDUCATIONAL AWARENESS; SELF AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - THIS INSTRUCTIONAL UNIT IS DESIGNED TO AID SECOND GRADE TEACHERS DEVELOP

LETTER-WRITING SKILLS AND CONCEPTS IN THEIR STUDENTS AS THE NEED FOR DIFFERNET TYPES OF LETTERS ARISES. THE FIRST PHASE OF THE 3-PHASE UNIT IS ESSENTIAL FOR ALL STUDENTS BECAUSE IT EXPLAINS THE CONCEPTS INVOLVED IN EACH TYPE OF LETTER-WRITING, AND PROVIDES FOR THE APPLICATION OF LETTER WRITING SKILLS. PHASES TWO AND THREE ARE OPTIONAL FOR STUDENTS WHO HAVE SUCCESSFULLY COMPLETED AND UNDERSTOOD PHASE ONE, AS THEY PROVIDE ACTIVITIES AND ASSIGNMENTS WHICH EXPLORE ADDITIONAL AREAS PERTAINING TO LETTER WRITING. PHASE ONE INCLUDES SEVEN LESSONS, PROVIDING CONCEPTS WITH OBJECTIVES, TEACHING STRATEGIES, EVALUATION TECHNIQUES, AND RESOURCES, WITH SOME ALTERNATE STRATEGIES SUGGESTED FOR USE WITH STUDENTS WHO DO NOT HAVE AN UNDERSTANDING OF THE LESSON CONCEPT. A BIBLIOGRAPHY, ADDITIONAL RESOURCES, AND TRANSPARENCY MASTERS ARE APPENDED. (AW)

VT 015 262
LANGUAGE, WORK AND YOU PART I. LANGUAGE ARTS RESOURCE UNIT, LEVEL 8.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-90
PUB DATE - ND 34P.PAES COLLECTION

DESCRIPTORS - *RESOURCE UNITS; VOCATIONAL EDUCATION; *CAREER EDUCATION; *LANGUAGE ARTS; GRADE 8; *SELF CONCEPT; INSTRUCTIONAL MATERIALS; WORKSHEETS; VOCATIONAL INTERESTS; AUDIOVISUAL AIDS; RESOURCE CENTERS; LANGUAGE SKILLS; DIAGNOSTIC TESTS; BEHAVIORAL OBJECTIVES; CAREER PLANNING; JOB APPLICATION; LEARNING ACTIVITIES; VISUAL AIDS; OCCUPATIONAL INFORMATION; HUMANITIES; OCCUPATIONAL GUIDANCE
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS RESOURCE GUIDE FOR A 5 OR 6-WEEK LANGUAGE ARTS CAREER EDUCATION PROGRAM IN GRADE 8 ESTABLISHES A BASIS FOR OCCUPATIONAL AWARENESS BY INCREASING SELF KNOWLEDGE, AS WELL AS STIMULATING INVESTIGATION OF THE WORKING WORLD. A VOCATIONAL RESOURCE CENTER FOR STUDENT USE AT SCHOOL IS EXPECTED TO PROVIDE JOB INFORMATION FOR CAREER GUIDANCE. SPECIFIC STUDENT INSTRUCTIONS CONTAIN A BRIEF RATIONALE AND A LIST OF OBJECTIVES FOR EACH OF THE THREE THEMATIC ACTIVITY GROUPS. LISTS OF STUDENT ACTIVITIES INCLUDING SAMPLES OF JOB FORMS CONSTITUTE MOST OF THE INSTRUCTIONAL MATERIALS AND AIDS. THE THREE TOPICS DISCUSSED IN THIS VOCATIONAL INFORMATION UNIT ARE: (1) "KNOW THYSELF", WHICH USES THE KUDER VOCATIONAL PREFERENCE INVENTORY, A JEFFERSON COUNTY SELF-ESTEEM INVENTORY, AND STUDENT WORKSHEETS FOR ASSESSING JOB POTENTIAL, (2) "JOBS FOR THE PRESENT," WHICH DEVELOPS JOB APPLICATION SKILLS AND KNOWLEDGE IN ADDITION TO EXPLORING IMMEDIATE JOB POSSIBILITIES FOR JUNIOR HIGH SCHOOL STUDENTS, AND (3) "WHAT ABOUT THE FUTURE?" WHICH EXTENDS CAREER PLANNING BY MEANS OF FURTHER STUDENT INQUIRY INTO VOCATIONAL OPPORTUNITIES. THE APPENDIX CONSISTS OF SUGGESTED READINGS AND REFERENCES FOR STUDENT VOCATIONAL GUIDANCE GROUPED BY SUBJECT AND A RESOURCE LIST OF FILMS AND FILMSTRIPS. THIS RESOURCE UNIT IS USED IN CONJUNCTION WITH PART II, VT 015 263, AVAILABLE IN THIS ISSUE. (AG)

VT 015 263
LANGUAGE, WORK AND YOU PART II. LANGUAGE ARTS RESOURCE UNIT, LEVEL 9.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-91
PUB DATE - ND 35P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; GRADE 9; FIELD TRIPS; AUDIOVISUAL AIDS; HUMAN RESOURCES; *OCCUPATIONAL GUIDANCE; *RESOURCE UNITS; PRETESTS; DIAGNOSTIC TESTS; INSTRUCTIONAL MATERIALS; CAREER PLANNING; LETTERS (CORRESPONDENCE); INTERVIEWS; SELF CONCEPT; LEARNING ACTIVITIES; HUMANITIES; STUDENT RESEARCH; OBJECTIVE TESTS; SUPPLEMENTARY READING MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS RESOURCE GUIDE FOR A 3 TO 4-WEEK VOCATIONAL EDUCATION PROGRAM FOR A GRADE 9 LANGUAGE ARTS CLASS CONTAINS A GENERAL UNIT PLAN WHICH DESCRIBES THE THREE PHASES OF THE UNIT, AS WELL AS THE FUNCTIONS OF THE EXTENSIVE APPENDIXES. A HIGH SCORE ON THE INCLUDED GRADE 9 PRETEST (APPENDIX B) ENABLES THE STUDENT TO SKIP PHASE I, WHICH IS KEYED TO THE WORKBOOK "JOBS IN YOUR FUTURE" PUBLISHED BY SCHOLASTIC BOOK SERVICES. PHASE II REQUIRES SELECTION OF FOUR OR FIVE ACTIVITIES FOR INCLUSION IN THE STUDENT-TEACHER "CONTRACT," OR WORK AGREEMENT. PHASE III LISTS FOUR OPTIONAL ACTIVITIES. THE TEACHING SUGGESTIONS RECOMMEND USE OF RESOURCE SPEAKERS, RESEARCH ASSIGNMENTS, AND A FIELD TRIP, TOGETHER WITH FILMSTRIPS AND FILMS (SUCH AS THOSE IN APPENDIX A), FOR ENRICHING THE UNIT ACTIVITIES. USE OF THE KUDER PERSONAL PREFERENCE INVENTORY AND THE KUDER VOCATIONAL PREFERENCE INVENTORY GIVEN IN GRADE 8 IS REQUIRED TO HELP THE STUDENT UNDERSTAND HIMSELF. MOST OF THE GUIDE CONSISTS OF EXTENSIVE APPENDIXES INCLUDING A WIDE RANGE OF RESOURCE AND REFERENCE MATERIALS SUCH AS GUIDELINES FOR THE FIELD TRIP, THE FORMAT FOR THE WORKING "CONTRACT," AN INTERVIEW FORM, SUGGESTED STUDENT READINGS, AND A STUDENT DIRECTED UNIT EVALUATION QUESTIONNAIRE. THIS UNIT IS USED IN CONJUNCTION WITH PART I, VT 015 262, AVAILABLE IN THIS ISSUE. (AG)

VT 015 264
COMMUNICATION AND THE WORLD OF WORK. LANGUAGE ARTS RESOURCE UNIT.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-94
PUB DATE - ND 40P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; MONEY MANAGEMENT; SECONDARY GRADES; *RESOURCE UNITS; CAREER CHOICE; VOCATIONAL EDUCATION; THREE DIMENSIONAL AIDS; CONSUMER ECONOMICS; *LANGUAGE ARTS; LANGUAGE SKILLS; BEHAVIORAL OBJECTIVES; COURSE CONTENT; VALUES; PROBLEM SOLVING; VOCABULARY DEVELOPMENT; SELF CONCEPT; STUDENT ATTITUDES; INSTRUCTIONAL

AIDS; VOCATIONAL DEVELOPMENT; OCCUPATIONAL GUIDANCE; JOB APPLICATION; RESOURCE GUIDES; ROLE PLAYING
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS; SELF AWARENESS

ABSTRACT - THIS RESOURCE UNIT FOR A SHORT COURSE IN A SENIOR HIGH LANGUAGE ARTS CLASS ON VOCATIONAL AWARENESS IS DIVIDED INTO THREE PARTS: (1) ATTITUDES AND VALUES, WHICH STRESSES SELF KNOWLEDGE, (2) CAREER INVESTIGATION, WHICH PROVIDES A BASIS FOR CAREER CHOICES, AND (3) PROBLEMS WITH FINANCES, WHICH COVERS CONSUMER FINANCIAL TRANSACTIONS. A CHART WITH A 2-COLUMN FORMAT LISTS THREE BEHAVIORAL OBJECTIVES INVOLVING PERSONAL VALUES FOR PART I, ACCOMPANIED BY TEACHING PROCEDURES, A RESOURCE LIST KEYED TO THE APPENDIXES, AND IDEAS ABOUT STUDENT EVALUATION. THE SIX EXTENSIVE APPENDIXES FOR PART I INCLUDE STUDENT READING MATERIALS, TESTS FOR SELF ANALYSIS, AND EXAMPLES OF ETHICAL PROBLEMS TO SOLVE. THE FOUR APPENDIXES FOR PART II INCLUDE GUIDELINES FOR WRITING A RESEARCH PAPER ABOUT A VOCATION, A SAMPLE LETTER OF APPLICATION, INFORMATION ON JOB RESUMES, AND TYPICAL INTERVIEW QUESTIONS. A WIDE VARIETY OF INSTRUCTIONAL MEDIA, SUCH AS MOVIES, PAMPHLETS, A RESOURCE SPEAKER, AND A SIMULATION GAME ON MONEY MANAGEMENT FOR GROUP PARTICIPATION, IS UTILIZED IN PART III, WHICH DEALS WITH CONSUMER ECONOMICS. (AG)

VT 015 265
HERBST, J.H.
CHOOSING SPECIFIC CROPS TO GROW AND ESTIMATING PRODUCTION.

ILLINOIS UNIV., URBANA. VOCATIONAL AGRICULTURE SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VAS-2006B
VOCATIONAL AGRICULTURE SERVICE, 434 MUMFORD HALL, URBANA, ILLINOIS 61801 ($.20)
PUB DATE - 72 17P.

DESCRIPTORS - ADULT EDUCATION; *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *STUDY GUIDES; *AGRICULTURAL PRODUCTION; *FIELD CROPS; *FARM MANAGEMENT; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; SECONDARY EDUCATION; POST SECONDARY EDUCATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND OTHER EDUCATORS, THIS STUDY GUIDE WAS PREPARED FOR USE IN BOTH SECONDARY AND POST-SECONDARY PRODUCTION AGRICULTURE PROGRAMS. WITH AN ESTIMATED TIME ALLOTMENT OF 1-4 CLOCK HOURS, THE GUIDE PROVIDES INFORMATION PERTAINING TO THE FOLLOWING QUESTIONS: (1) HOW CAN CROPS BE CLASSIFIED? (2) HOW CAN I DETERMINE WHICH CROPS TO GROW? (3) WHAT CROP SEQUENCES CAN I USE? (4) HOW CAN I ESTIMATE THE CROP YIELDS TO BE OBTAINED? (5) CROPS FOR THE PROBLEM FARM, AND (6) ESTIMATED CROP PRODUCTION AND ITS VALUE ON THE PROBLEM FARM. THE FORMAT OF THE STUDY GUIDE MAKES IT EASY TO INSERT IN A LOOSE-LEAF NOTEBOOK. (JS)

VT 015 266
WITT, W.H.
DAIRY CATTLE BREEDS.

ILLINOIS UNIV., URBANA. VOCATIONAL AGRICULTURE SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VAS-1046
VOCATIONAL AGRICULTURE SERVICE, 434 MUMFORD HALL, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS 61801 ($.15)
PUB DATE - 72 13P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *STUDY GUIDES; SECONDARY EDUCATION; POST SECONDARY EDUCATION; ADULT EDUCATION; *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; *LIVESTOCK; *AGRICULTURAL PRODUCTION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND OTHER EDUCATORS, THIS STUDY GUIDE WAS PREPARED FOR USE IN BOTH SECONDARY AND POST-SECONDARY PRODUCTION AGRICULTURE PROGRAMS. WITH AN ESTIMATED TIME ALLOTMENT OF 1-3 CLOCK HOURS, THE GUIDE PROVIDES INFORMATION ABOUT THE FOLLOWING: (1) AYRSHIRE, (2) BROWN SWISS, (3) GUERNSEY, (4) HOLSTEIN-FRIESIAN, (5) JERSEY, (6) MILKING SHORTHORN, (7) RED DANISH, DUTCH BELTED, AND RED POLL, AND (8) DAIRY CATTLE ORGANIZATIONS. THE FORMAT OF THE STUDY GUIDE MAKES IT POSSIBLE TO INSERT IN A LOOSE-LEAF NOTEBOOK. (JS)

VT 015 277 ED 063 468
MEDICAL REQUIREMENTS FOR AMBULANCE DESIGN AND EQUIPMENT. EMERGENCY HEALTH SERIES.

NATIONAL ACADEMY OF SCIENCES - NATIONAL RESEARCH COUNCIL, WASHINGTON, D.C. DIV. OF MEDICAL SCIENCES.
HEALTH SERVICES AND MENTAL HEALTH ADMINISTRATION (DHEW), ROCKVILLE, MD. DIV. OF EMERGENCY HEALTH SERVICES
EDRS PRICE MF-$0.65 HC-$3.29.
PHSPUB-1071-C-3
INFORMATION CLEARINGHOUSE, DIV. OF EMERGENCY HEALTH SERVICES, HEALTH SERVICES AND MENTAL HEALTH ADMIN., 5600 FISHERS LANE, ROCKVILLE, MD. 20852
PUB DATE - APR70 25P.

DESCRIPTORS - *EMERGENCY SQUAD PERSONNEL; *MOTOR VEHICLES; *DESIGN NEEDS; *SAFETY EQUIPMENT; MEDICAL SERVICES; *FACILITY REQUIREMENTS; HUMAN ENGINEERING
IDENTIFIERS - *AMBULANCE DESIGN; AMBULANCE EQUIPMENT

ABSTRACT - A VEHICLE MUST MEET CERTAIN SPECIFIC REQUIREMENTS TO BE CLASSIFIED AS AN AMBULANCE IF IT IS TO SATISFY THE DEMANDS OF THE PHYSICIAN IN TERMS OF EMERGENCY CARE FOR WHICH PROPERLY TRAINED AMBULANCE ATTENDANTS CAN BE HELD RESPONSIBLE. DEVELOPED BY PROFESSIONAL AND LAY EXPERTS FOR USE BY AUTOMOTIVE DESIGNERS AND MANUFACTURING THIS PUBLICATION WOULD BE USEFUL RESOURCE MATERIAL FOR A TEACHER IN A TECHNICAL INSTITUTE OR INSTRUCTORS OF EMERGENCY SQUAD PERSONNEL. REQUIREMENTS ARE PROVIDED FOR: (1) THE AMBULANCE, INCLUDING REQUIREMENTS FOR GENERAL VEHICULAR DESIGN AND SPECIFIC REQUIREMENTS FOR THE DRIVER AND PATIENT AREAS, (2) SECURITY AND RESCUE EQUIPMENT, (3) EMERGENCY CARE EQUIPMENT AND SUPPLIES, WHICH INCLUDE LITTERS, AIRWAY CARE, VENTILATION, OXYGENATION, EXTERNAL CARDIAC COMPRESSION, IMMOBILIZATION OF FRACTURES, PREVENTION AND

TREATMENT OF SHOCK, WOUND DRESSINGS, EMERGENCY CHILDBIRTH AND TRANSPORTATION OF NEWBORN INFANTS, POISONING, AND SPECIAL EQUIPMENT, (4) COMMUNICATION AND DOCUMENTATION, WHICH INCLUDES A 2-WAY RADIO, TELEMETRY EQUIPMENT, AND RECORDING DEVICES AND (5) TRANSPORTATION BY AIR. (SB)

VT 015 278
TOOLS AND THEIR USES. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10085-B
SUPERINTENDENT OF DOCUMENTS, UNITED STATES GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (STOCK NO. 0500-029-0010, CATALOG NO. D 208.11:T61/2/971, $1.50)
PUB DATE - 71 186P.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; MACHINE TOOLS; *MANUALS; *STUDY GUIDES; VOCATIONAL EDUCATION; TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; EQUIPMENT MAINTENANCE; SAFETY EDUCATION; *HAND TOOLS

ABSTRACT - DEVELOPED FOR TRAINING NAVAL PERSONNEL, THIS MANUAL SHOULD HELP THE TRAINEE TO: (1) IDENTIFY TOOLS AND FASTENING DEVICES, (2) CITE THE SPECIFIC PURPOSES AND USES OF EACH TOOL, (3) DESCRIBE THE CORRECT OPERATION, CARE, AND MAINTENANCE REQUIRED TO KEEP THE TOOLS IN PROPER OPERATING CONDITION, AND (4) PERFORM ACCURATE MEASUREMENTS. THE SEVEN CHAPTERS OF THE HANDBOOK ARE: (1) COMMON HANDTOOLS, (2) COMMON POWER TOOLS, (3) MEASURING TOOLS AND TECHNIQUES, (4) FASTENING COMPONENTS AND PROCEDURES, (5) GRINDING OPERATIONS, (6) METAL CUTTING OPERATIONS, AND (7) MISCELLANEOUS TASKS. ALSO INCLUDED ARE NUMEROUS ILLUSTRATIONS DEPICTING THE SAFE AND CORRECT USE OF EQUIPMENT. (AUTHOR/JS)

VT 015 282
FLOYD, BARBARA, AND OTHERS
THE SCHOOL CAREERS IN PUBLIC SERVICE. ELEMENTARY UNIT FOR GRADE 1. COBB COUNTY OCCUPATIONAL AND CAREER DEVELOPMENT PROGRAM.

COBB COUNTY BOARD OF EDUCATION, MARIETTA, GA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 28P.

DESCRIPTORS - GRADE 1; *CAREER EDUCATION; *ACTIVITY UNITS; BEHAVIORAL OBJECTIVES; *OCCUPATIONAL INFORMATION; *SCHOOL PERSONNEL; STUDENT SCHOOL RELATIONSHIP; ELEMENTARY SCHOOLS; FIELD TRIPS; ROLE PLAYING; AUDIOVISUAL AIDS; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; SELF CONCEPT; *INTEGRATED CURRICULUM; VOCABULARY; LEARNING ACTIVITIES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS INSTRUCTIONAL OUTLINE FOR A GRADE 1 ACTIVITY UNIT PRESENTS DETAILED OCCUPATIONAL INFORMATION ABOUT SCHOOL PERSONNEL AS AN ORIENTATION TO SCHOOL OPERATION AND ORGANIZATION. THE UNIT'S BEHAVIORAL OBJECTIVES AND CONCEPTS ARE IMPLEMENTED THROUGH SIX ELEMENTS OF CAREER DEVELOPMENT: FIELD TRIPS, OCCUPATIONAL AWARENESS, ROLE PLAYING, RESOURCE PERSONS, SUBJECT MATTER TIE-IN, AND MANIPULATIVE ACTIVITY. "HANDS-ON" ACTIVITIES INVOLVING USE OF AUDIOVISUAL AIDS AND CRAFTS PROVIDE OPPORTUNITIES FOR PROMOTING GROUP INTERACTION AND SELF AWARENESS. AS PART OF A COMPREHENSIVE INTEGRATED APPROACH WHICH CORRELATES LEARNING ACTIVITIES IN ALL AREAS, THIS TEACHING UNIT INCLUDES STUDENT AND TEACHER EVALUATION QUESTIONS, LISTS OF RESOURCE MATERIALS, AND A BIBLIOGRAPHY. THE GENERAL BACKGROUND INFORMATION PROVIDED INCLUDES A FACTUAL HISTORY OF SCHOOLS, A BASIC VOCABULARY LIST, AND DEFINITIONS OF TERMS. (AG)

VT 015 283
MARETT, ESTHER, AND OTHERS
GROOMING SERVICES. ELEMENTARY UNIT FOR GRADES 1 AND 2. COBB COUNTY OCCUPATIONAL AND CAREER DEVELOPMENT PROGRAM.

COBB COUNTY BOARD OF EDUCATION, MARIETTA, GA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 20P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *TEACHING GUIDES; AUDIOVISUAL AIDS; INSTRUCTIONAL AIDS; RESOURCE MATERIALS; GRADE 1; GRADE 2; *SERVICE WORKERS; BARBERS; COSMETOLOGISTS; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; ROLE PLAYING; FIELD TRIPS
IDENTIFIERS - *GROOMING SERVICES; CAREER AWARENESS; DECISIONS; SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER DEVELOPMENT METHOD

ABSTRACT - THIS INSTRUCTIONAL UNIT IS DESIGNED TO AID TEACHERS IN INTRODUCING FIRST AND SECOND GRADE STUDENTS TO THE GROOMING SERVICES FIELD, EMPHASIZING BOTH THE RELATIONSHIP OF THE SUBJECT MATTER TO THE COMMUNITY AND THE FORMATION OF GOOD PERSONAL HEALTH AND GROOMING HABITS. USE OF THE CAREER DEVELOPMENT APPROACH ON THE ELEMENTARY LEVEL ALSO IS INTENDED TO STIMULATE STUDENT SELF-EVALUATION AND PROVIDE DECISION-MAKING EXPERIENCES. THE UNIT PROVIDES GENERAL AND BEHAVIORAL OBJECTIVES, CONCEPTS TO BE LEARNED, CONTENT, GENERAL OCCUPATIONAL LISTING AND DESCRIPTIONS WITHIN THE GROOMING SERVICES CLUSTER, MOTIVATIONAL AND STUDY ACTIVITIES, MATERIALS NEEDED, EVALUATION METHODS, TEACHER AIDS, A BIBLIOGRAPHY, AND ADDITIONAL SOURCES OF OCCUPATIONAL INFORMATION. BASIC ELEMENTS OF THE CAREER DEVELOPMENT METHOD OF IMPLEMENTATION INCLUDE USE OF RESOURCE PERSONS, FIELD TRIPS, ROLE PLAYING, INCREASING OCCUPATIONAL AWARENESS, CORRELATING ACADEMIC SUBJECT MATTER WITH OCCUPATIONAL INFORMATION, AND MANIPULATIVE ACTIVITIES. (AW)

VT 015 285
KNOWLES, KATHY, AND OTHERS
LANGUAGE ARTS WORKS IN THE TELEVISION INDUSTRY. MIDDLE SCHOOL UNIT FOR GRADE 7. COBB COUNTY OCCUPATIONAL AND CAREER DEVELOPMENT PROGRAM.

COBB COUNTY BOARD OF EDUCATION, MARIETTA, GA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 27P.PAES COLLECTION

DESCRIPTORS - DEVELOPMENTAL PROGRAMS; INSTRUCTIONAL MATERIALS; *CAREER EDUCATION;

*RESOURCE MATERIALS; BIBLIOGRAPHIES; GRADE 7; *LEARNING ACTIVITIES; *COMMUNICATION SKILLS; BEHAVIORAL OBJECTIVES; *LANGUAGE ARTS; FIELD TRIPS; TEACHING TECHNIQUES; OCCUPATIONAL CLUSTERS; OCCUPATIONAL INFORMATION
IDENTIFIERS - CAREER AWARENESS; TELEVISION INDUSTRY

ABSTRACT - AS AN INTRODUCTION TO LANGUAGE ARTS FOR GRADE 7, THIS OUTLINE FOR A 9-WEEK DEVELOPMENTAL COURSE PRESENTS COMMUNICATION AND LANGUAGE ARTS SKILLS AS A GENERAL FOUNDATION FOR AN OCCUPATIONAL STUDY OF THE TELEVISION INDUSTRY. DETAILED COMPREHENSION AND APPLICATION OF EACH SKILL AREA COULD BE ACHIEVED BY EXPANDING THE TIME PERIOD AND DEPTH OF STUDY. INTERPRETIVE SKILLS IN ORAL AND WRITTEN COMPOSITION WILL BE DEVELOPED FOR USE IN RESEARCHING AN OCCUPATIONAL CLUSTER RELATED TO TELEVISION. GENERAL AND SPECIFIC COURSE OBJECTIVES AND CONCEPTS ARE IMPLEMENTED THROUGH A VARIETY OF "REAL-LIFE" GROUP ACTIVITIES DESIGNED TO MOTIVATE STUDY, DISCUSSION, AND RESEARCH. CULMINATING THE UNIT ACTIVITIES ARE A FIELD TRIP TO A TELEVISION STATION, AN ORIGINAL CLASS TELEVISION PROGRAM WITH A NEWSCAST AND COMMERCIALS, AND DISCUSSIONS BY RESOURCE PERSONS ABOUT BROADCASTING CAREERS IN THE PUBLIC EYE AND "BEHIND THE SCENES" OCCUPATIONS. TEACHER AND STUDENT EVALUATION TECHNIQUES, A BIBLIOGRAPHY, AND GENERAL TEACHING SUGGESTIONS COMPLETE THESE INSTRUCTIONAL GUIDELINES. THE APPENDIX PROVIDES SAMPLE SCRIPTS FOR A NEWSCAST AND COMMERCIALS. (AG)

VT 015 287
BALL, MARY SUE, AND OTHERS
FRENCH LANGUAGE SKILLS IN THE UNITED STATES. SECONDARY UNIT FOR GRADE 10. COBB COUNTY OCCUPATIONAL AND CAREER DEVELOPMENT PROGRAM.

COBB COUNTY BOARD OF EDUCATION, MARIETTA, GA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 12P.PAES COLLECTION

DESCRIPTORS - RESOURCE UNITS; *TEACHING GUIDES; *CAREER EDUCATION; *FRENCH; LANGUAGE ARTS; GRADE 10; BEHAVIORAL OBJECTIVES; CONCEPT TEACHING; VOCABULARY; *CAREER OPPORTUNITIES; OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; JOB SKILLS
IDENTIFIERS - *CAREER AWARENESS; EDUCATIONAL AWARENESS; SELF AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS OUTLINE FOR A FUTURE 10TH GRADE INSTRUCTIONAL UNIT ON FRENCH VOCABULARY AND LANGUAGE STRUCTURE COVERS SUBJECT MATTER RELATED TO OCCUPATIONAL CLUSTERS WITHIN THE UNITED STATES THAT USE FRENCH AS A JOB SKILL. FOR USE BY TEACHERS, THE UNIT OUTLINES GENERAL AND BEHAVIORAL OBJECTIVES, ACADEMIC SKILLS, OCCUPATIONAL INFORMATION, MOTIVATION ACTIVITIES, STUDY ACTIVITIES, SUPPLEMENTARY INFORMATION, EVALUATION TECHNIQUES, AND SUGGESTED TEXTS. (AW)

VT 015 289
SMITH, MARSHA, AND OTHERS
YOU AND YOUR WORLD OF WORK. GENERAL PSYCHOLOGY APPLIED TO OCCUPATIONAL ADJUSTMENT. SECONDARY UNIT FOR GRADES 10 AND 11. COBB COUNTY OCCUPATIONAL AND CAREER DEVELOPMENT PROGRAM.

COBB COUNTY BOARD OF EDUCATION, MARIETTA, GA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 28P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; GRADE 12; GRADE 11; *TEACHING GUIDES; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; FIELD TRIPS; OCCUPATIONAL INFORMATION; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; *CAREER CHOICE; CAREER PLANNING; VOCATIONAL ADJUSTMENT; *VOCATIONAL INTERESTS; INDIVIDUAL CHARACTERISTICS; *PSYCHOLOGICAL CHARACTERISTICS; DECISION MAKING SKILLS
IDENTIFIERS - DECISIONS; *SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - DESIGNED TO HELP 11TH AND 12TH GRADE TEACHERS APPLY GENERAL PSYCHOLOGY PRINCIPLES TO PROBLEMS OF VOCATIONAL ADJUSTMENT, THIS INSTRUCTIONAL UNIT CONSISTS OF ACTIVITIES PROVIDING OPPORTUNITIES FOR STUDENTS TO EXPERIENCE THE RELATIONSHIPS BETWEEN SELF AWARENESS AND DECISION-MAKING ABILITIES AND PERSONAL CAREER CHOICE AND SUCCESS. FOLLOWING STATEMENTS OF OBJECTIVES AND CONCEPTS, THE UNIT PROGRESSES FROM INITIAL STUDY AND MOTIVATION ACTIVITIES THROUGH OCCUPATIONAL CORRELATING, RESEARCH, AND CULMINATING ACTIVITIES, INCLUDING OCCUPATIONAL INFORMATION, SUGGESTED RESOURCE MATERIALS AND PERSONS, EVALUATION SUGGESTIONS, AND A BIBLIOGRAPHY. SURVEY FORMS, VOCABULARY BUILDING EXERCISES, A PERSONALITY INVENTORY, AND A SAMPLE OCCUPATIONAL RESEARCH FORMAT ARE APPENDED. (AW)

VT 015 296
CONSUMER EDUCATION, GRADE 7. CONCEPTUAL OUTLINE.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-11C
PUB DATE - ND 22P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; GRADE 7; FUNDAMENTAL CONCEPTS; BEHAVIORAL OBJECTIVES; *CURRICULUM GUIDES; INTEGRATED CURRICULUM; INSTRUCTIONAL MATERIALS; *HOME ECONOMICS EDUCATION; LEARNING ACTIVITIES; FIELD TRIPS EVALUATION TECHNIQUES; TEACHING TECHNIQUES; AUDIOVISUAL AIDS; FINANCIAL SERVICES; BANKING; *MONEY MANAGEMENT; RECORDKEEPING; BUDGETING
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR A GRADE 7 CONSUMER EDUCATION CLASS IN A HOME ECONOMICS COURSE INCLUDES AN OVERVIEW FOR THE PROGRAM, A CHART OF ITS SCOPE AND SEQUENCE IN THE SECONDARY GRADES, AND A BRIEF CONCEPTUAL OUTLINE. IN ADDITION, THE GUIDE PROVIDES AN 8-PAGE CHART IN A 2-COLUMN FORMAT WHICH BRIEFLY STATES BEHAVIORAL OBJECTIVES, GENERALIZATIONS, AND COURSE CONTENT, RELATING THEM TO LEARNING AND EVALUATION ACTIVITIES. THE FIVE THEMES DISCUSSED FOR THIS GRADE 7 FINANCIAL MANAGEMENT UNIT COVER FAMILY FINANCE, PERSONAL INCOME, THE NECESSITY FOR PLANNED SPENDING AND SAVING, AND AWARENESS OF COMMUNITY FINANCIAL SERVICES. THE TEACHING SUGGESTIONS INCLUDE USE OF BULLETIN BOARDS,

DISCUSSIONS, LISTS, AND STUDENT RECORDKEEPING. A SHORT LIST OF SUGGESTED RESOURCES COMPLETES THE CURRICULUM GUIDE. (AG)

VT 015 302
COURTESY--A BOOK PARTY.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-148
PUB DATE - ND 55P.PAES COLLECTION

DESCRIPTORS - BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; *RESOURCE UNITS; GRADE 2; *COMMUNICATION SKILLS; LANGUAGE SKILLS; CAREER EDUCATION; TELEPHONE INSTRUCTION; *ORAL COMMUNICATION; SPEECH SKILLS; *INSTRUCTIONAL MATERIALS; INTEGRATED ACTIVITIES; LISTENING SKILLS; SOCIAL STUDIES UNITS; *HUMAN RELATIONS; INTERPERSONAL COMPETENCE; ROLE PLAYING; FEEDBACK; DIRECTED READING ACTIVITY
IDENTIFIERS - ATTITUDES APPRECIATIONS

ABSTRACT - THIS RESOURCE UNIT, SUGGESTED FOR A GRADE 2 CLASS AS A 3-TO-5-WEEK COURSE COVERING BASIC COMMUNICATION SKILLS, DEALS WITH COURTEOUS AND CLEAR SPEAKING, LISTENING, TELEPHONE USAGE, AND INTRODUCTIONS. A CHECKLIST FOR USE BY THE TEACHER IS USED INSTEAD OF A PRETEST TO EVALUATE ORAL LANGUAGE SKILLS. A WIDE RANGE OF LEARNING ACTIVITIES SPECIFIED BY LESSON NUMBER INCLUDES CLASS DICUSSIONS, USE OF AUDIOVISUAL AIDS, AND ORAL READINGS BY THE TEACHER. THE TEACHING SUGGESTIONS OFFER IDEAS FOR EVALUATION AND RESOURCE LISTS OF TEXTBOOKS. THE EXTENSIVE CLASS ASSIGNMENTS AND PROJECTS ALLOW FLEXIBILITY IN ACHIEVING THE COURSE CONCEPTS AND BEHAVIORAL OBJECTIVES. THE INTRODUCTORY AND CONCLUDING SUGGESTION LISTS FOCUS ON A CULMINATING BOOK PARTY TO UTILIZE SKILLS LEARNED IN THIS UNIT. AT THIS PARTY, A POSTTEST WITH A CHECKLIST WILL BE USED TO EVALUATE ACHIEVEMENT IN SPEAKING SKILLS. THE APPENDIX INCLUDES 10 TRANSPARENCIES, A LIST OF AUDIOVISUAL RESOURCE MATERIALS, AND A FEEDBACK SHEET FOR PUPIL AND PARENT EVALUATION OF THE UNIT. A GRADE 2 SOCIAL STUDIES UNIT, "NEIGHBORHOODS DEPEND ON EFFECTIVE COMMUNICATION AND TRANSPORTATION," MAY BE CORRELATED TO SOME DEGREE WITH THIS UNIT. (AG)

VT 015 303
LETTERS TO THE AUTHORS.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-149
PUB DATE - ND 41P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; GRADE 4; EVALUATION TECHNIQUES; STUDENT PROJECTS; BEHAVIORAL OBJECTIVES; *RESOURCE UNITS; BIBLIOGRAPHIES; AUDIOVISUAL AIDS; DISCUSSION (TEACHING TECHNIQUE); INSTRUCTIONAL MATERIALS; CURRICULUM GUIDES; *LETTERS (CORRESPONDENCE); BUSINESS CORRESPONDENCE; HUMANITIES; LEARNING ACTIVITIES; WRITING; TRANSPARENCIES; WORKSHEETS; *AUTHORS; RESEARCH SKILLS; COMMUNICATION SKILLS
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS RESOURCE UNIT ON LETTER WRITING, SUGGESTED FOR A GRADE 4 CLASS, REVIEWS THE FRIENDLY LETTER FROM A GRADE 2 UNIT AND FOCUSES UP ON WRITING BUSINESS LETTERS TO AUTHORS. CORRESPONDENCE AND REFERENCE SKILLS WILL BE DEVELOPED BY DOING RESEARCH ON AN AUTHOR AND BY LEARNING HOW TO COMPOSE A LETTER DIRECTED TO HIM. A PRETEST INCLUDED IN THE APPENDIX DETERMINES WHETHER OR NOT STUDENTS SHOULD OMIT FOUR OF THE SIX PHASE I LESSONS. HALF OF THE CONCEPTS IMPLEMENTED BY OBJECTIVES FOR PHASE I WERE FIRST TAUGHT IN THE GRADE 2 LETTER WRITING UNIT. THE PHASE I TEACHING SUGGESTIONS INCLUDE USE OF FILMS, TRANSPARENCIES, AND DISCUSSIONS, AS WELL AS IDEAS FOR EVALUATION AND A RESOURCE LIST FOR EACH LESSON. EVALUATION CHECKLISTS FOR A FRIENDLY LETTER AND A BUSINESS LETTER WILL BE USED BY THE TEACHER TO CHECK STUDENT PERFORMANCE. THE NINE PHASE II ASSIGNMENTS PROVIDE OPTIONAL EXTENSIONS OF PHASE I WORK, CULMINATING IN SIX SUGGESTED PHASE III RESEARCH PROJECTS INVOLVING LETTERS, AUTHORS, AND MAIL. "FOLLOW-UP" SUGGESTIONS FOR THE UNIT ENRICH THE LESSON PLANS. THE APPENDIX CONTAINS AN ACTIVITY WORKSHEET, FOUR TRANSPARENCIES, THE PRETEST, LISTS OF RESOURCE MATERIALS, A BIBLIOGRAPHY, AND A TEACHER DIRECTED UNIT EVALUATION QUESTIONNAIRE. (AG)

VT 015 304
DICTIONARY SKILLS--CLUES TO LANGUAGE.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-150
PUB DATE - ND 75P.PAES COLLECTION

DESCRIPTORS - GRADE 4; *RESOURCE UNITS; *ENGLISH CURRICULUM; *LANGUAGE SKILLS; BEHAVIORAL OBJECTIVES; STUDENT PROJECTS; LEARNING ACTIVITIES; AUDIOVISUAL AIDS; BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS; *DICTIONARIES; SPELLING INSTRUCTION; LANGUAGE ARTS; ACHIEVEMENT TESTS; PRONUNCIATION INSTRUCTION; ANSWER KEYS; LESSON PLANS; TEACHING TECHNIQUES; EVALUATION TECHNIQUES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS RESOURCE UNIT SUGGESTED FOR A GRADE 4 ENGLISH CURRICULUM EXTENDS AND REVIEWS THE GRADE 3 RESOURCE UNIT "LANGUAGE AND THE DICTIONARY" AS WELL AS ADDING MORE COMPLEX DICTIONARY AND THESAURUS SKILLS INVOLVING PRONUNCIATION, SYLLABLES, SPELLING, CROSS REFERENCES, SYNONYMS, AND ANTONYMS. USE OF AN INCLUDED PRETEST WITH AN ANSWER KEY ALLOWS FOR INDIVIDUAL PLACEMENT IN THE COURSE ACTIVITIES. THE 36 LEARNING ACTIVITIES SUGGESTED FOR PHASE II ENABLE THE STUDENT TO APPLY HIS LANGUAGE SKILLS, AND THE 12 PHASE III SUGGESTED PROJECTS PROVIDE INDEPENDENT WORK FOR THE HIGH ACHIEVER. CORRELATION OF DICTIONARY SKILLS WITH OTHER AREAS IS ADVISED, AS WELL AS MAKING DICTIONARIES AVAILABLE FOR EACH STUDENT. FOR EACH OF THE LESSON PLANS, CONCEPTS AND OBJECTIVES ARE PROVIDED, IN ADDITION TO IDEAS FOR EVALUATION AND A RESOURCE LIST. THE TEACHING SUGGESTIONS INVOLVE THE USE OF TRANSPARENCIES, GAMES, DISCUSSIONS, AND REFERENCE MATERIALS. AN

EXTENSIVE APPENDIX INCLUDES 14 STUDENT WORKSHEETS, SEVEN TRANSPARENCIES, A BIBLIOGRAPHY, A RESOURCE LIST, AND INFORMATION FOR CORRELATING THE PRETEST RESULTS TO LESSON PLACEMENT. (AG)

VT 015 305
LIBRARY.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-153
PUB DATE - ND 58P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; *LIBRARY INSTRUCTION; *LIBRARY SKILLS; CATALOGS; COURSE OBJECTIVES; LEARNING ACTIVITIES; BOOKS; *RESOURCE MATERIALS; GRADE 3; *COURSE CONTENT; PRETESTS; POST TESTING; TRANSPARENCIES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS INSTRUCTIONAL GUIDE IS DESIGNED TO AID THIRD GRADE TEACHERS IN CONDUCTING A BASIC UNIT ON THE WORKINGS OF A LIBRARY. THE 4-PART UNIT COVERS THE CARE OF BOOKS, PARTS OF A BOOK, LIBRARY ORGANIZATION, AND THE CARD CATALOG, WITH THE FIRST TWO PARTS INTENDED FOR CLASSROOM TEACHING, AND PARTS III AND IV BEST TAUGHT IN THE LIBRARY OR RESOURCE CENTER WHERE ACCESS TO LIBRARY MATERIALS IS READILY AVAILABLE. WITHIN EACH SECTION, THE CONTENT IS ORGANIZED IN THREE PHASES, THE FIRST DESIGNED TO DEVELOP THE SKILLS, CONCEPTS, AND OBJECTIVES IDENTIFIED FOR THE SECTION, THE SECOND PROVIDING ASSIGNMENTS AND ACTIVITIES FOR THE APPLICATION OF CONCEPTS AND SKILLS TAUGHT IN PHASE ONE, AND PHASE THREE MADE UP OF SUGGESTIONS WHICH MAY BE USED AS A QUEST PROGRAM FOR THOSE STUDENTS WHO CAN APPLY THE SKILLS AND OBJECTIVES. THE STRATEGIES AND MATERIALS PROVIDED IN THE 5- TO 6-WEEK UNIT SHOULD BE UTILIZED AND ADAPTED TO FIT THE NEEDS AND INTERESTS OF THE CLASS. WORKSHEETS, TRANSPARENCY MASTERS, PRE- AND POST-TEST, AND RESOURCE MATERIALS ARE APPENDED. IT IS SUGGESTED THAT THE LIBRARY UNIT BE MADE MORE FUNCTIONAL AND PURPOSEFUL BY CORRELATING IT WITH OTHER SUBJECT AREAS, SUCH AS A STUDY OF THE CITY. (AW)

VT 015 306
LET'S PRETEND.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-151
PUB DATE - 71 69P.PAES COLLECTION

DESCRIPTORS - *RESOURCE UNITS; *CAREER EDUCATION; GRADE 1; *LANGUAGE ARTS; BEHAVIORAL OBJECTIVES; CONCEPT FORMATION; AUDIOVISUAL AIDS; INSTRUCTIONAL MATERIALS; INTEGRATED CURRICULUM; *COMMUNICATION SKILLS; WORKSHEETS; BIBLIOGRAPHIES; *IMAGINATION; FANTASY; LEARNING ACTIVITIES; TEACHING TECHNIQUES; SUPPLIES; STUDENT PROJECTS; LISTENING SKILLS; SPEECH SKILLS
IDENTIFIERS - DECISIONS

ABSTRACT - THIS INTEGRATED LANGUAGE ARTS RESOURCE UNIT, SUGGESTED FOR THE SECOND SEMESTER OF A GRADE 1 CLASS WITHOUT ABILITY GROUPING, PROVIDES OPPORTUNITIES FOR DEVELOPING CREATIVE COMMUNICATION SKILLS IN THE AREAS OF LISTENING, SPEAKING, AND WRITING. IMAGINATIVE EXPRESSION OF THE REAL AND THE "MAKE-BELIEVE" THROUGH SITUATIONS INVOLVING ROLE-PLAYING, PUPPETS, AND PANTOMIME, EMPHASIZES THE DEVELOPMENT OF BASIC ORAL AND WRITTEN LANGUAGE ARTS ABILITIES. A WIDE RANGE OF LEARNING ACTIVITIES ENCOURAGES STUDENT DICTATION OF STORIES, THE USE OF BULLETIN BOARDS, PLAYING GAMES, AND VIEWING FILMS TO IMPLEMENT SPECIFIC LESSON CONCEPTS AND OBJECTIVES. ALSO INCLUDED IN THE SIX PHASE I LESSONS ARE IDEAS FOR STUDENT EVALUATION AND RESOURCE LISTS. THESE PHASE I LESSON PLANS, EXTENDED BY MEANS OF PHASE 2 TEACHING SUGGESTIONS FOR CLASS ASSIGNMENTS, CULMINATE IN THE SUGGESTED CLASS PROJECTS OF PHASE III. THE APPENDIX INCLUDES 11 STUDENT WORKSHEETS, TEACHER DIRECTED SUGGESTIONS FOR MAKING PUPPETS AS WELL AS THEATERS, AND LISTS OF WRITTEN AND AUDIOVISUAL RESOURCES. DESCRIPTIONS OF FANCIFUL THEMES IN CLASSICAL MUSIC, A BIBLIOGRAPHY, AND A UNIT EVALUATION QUESTIONNAIRE FOR TEACHERS COMPLETE THIS GUIDE, WRITTEN BY FOUR TEACHERS IN THE ELEMENTARY GRADES. (AG)

VT 015 308
MAKING A REPORT.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-154
PUB DATE - ND 58P.PAES COLLECTION

DESCRIPTORS - TEACHING TECHNIQUES; *TEACHING GUIDES; GRADE 5; INSTRUCTIONAL AIDS; RESOURCE MATERIALS; TRANSPARENCIES; ANSWER KEYS; PRETESTS; *CAREER EDUCATION; SOCIAL STUDIES UNITS; QUESTIONNAIRES; EVALUATION TECHNIQUES; STUDENT EVALUATION; BEHAVIORAL OBJECTIVES; *REPORTS; BIBLIOGRAPHIES; LEARNING ACTIVITIES; *SPEECH SKILLS; *WRITING SKILLS; SOCIAL SCIENCES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS SUPPLEMENTARY TEACHING UNIT ON MAKING ORAL AND WRITTEN REPORTS IS GEARED FOR A 4 TO 6-WEEK PERIOD IN A GRADE 5 SOCIAL STUDIES CLASS. A LIST OF TEACHING CONCEPTS WITH BEHAVIORAL OBJECTIVES INCLUDES KNOWLEDGE ABOUT INFORMATION LOCATION, NOTE-TAKING TECHNIQUES, OUTLINE ORGANIZATION, AND THE SET-UP OF A BIBLIOGRAPHY. THESE SKILLS ENABLE THE STUDENT TO PREPARE ORAL AND WRITTEN REPORTS. APPLICATION OF PHASE 1 INFORMATION TO THE COMPLETION OF NINE SHORT ASSIGNMENTS IN PHASE 2 AND TO SIX SUGGESTED CLASS PROJECTS IN PHASE 3 SUPPLEMENTS THE TEACHING SUGGESTIONS AND TECHNIQUES PROVIDED IN THE SEVEN PHASE 1 LESSON PLANS. AN EXTENSIVE APPENDIX INCLUDES IDEAS FOR LEARNING ACTIVITIES, THREE TRANSPARENCIES, A 2-PAGE PRETEST WITH AN ANSWER KEY, A RESOURCE LIST, A BIBLIOGRAPHY, IDEAS FOR BULLETIN BOARDS, AND A TEACHER'S QUESTIONNAIRE ABOUT UNIT IMPROVEMENT. METHODS OF IMPLEMENTING THE INSTRUCTIONAL PLANS INCLUDE STUDENT EVALUATION TECHNIQUES AND TEACHING SUGGESTIONS FOR STUDENTS WHO ARE NOT PROGRESSING SUFFICIENTLY. EACH LESSON ALSO

CONTAINS A LONG RESOURCE LIST AND A VARIETY OF GENERAL AND SPECIFIC TEACHING IDEAS. (AG)

VT 015 309
LANGUAGE AND ATTITUDES. LANGUAGE ARTS RESOURCE UNIT, LEVEL 7.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-155
PUB DATE - ND 21P.PAES COLLECTION

DESCRIPTORS - *LANGUAGE ARTS; *RESOURCE UNITS; GRADE 7; BIBLIOGRAPHIES; WORKSHEETS; *CAREER EDUCATION; *STUDENT ATTITUDES; COMMUNICATION (THOUGHT TRANSFER); SELF CONCEPT; INSTRUCTIONAL MATERIALS; BEHAVIORAL OBJECTIVES; TEACHING TECHNIQUES; DEVELOPMENTAL TASKS; *EXPRESSIVE LANGUAGE; PROBLEM SOLVING; GROUP RELATIONS; LEARNING ACTIVITIES; HUMANITIES; DIAGRAMS
IDENTIFIERS - SELF AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - THIS LANGUAGE ARTS RESOURCE UNIT WILL BE USEFUL AS A 2 OR 3-WEEK INTRODUCTION TO LANGUAGE AND ATTITUDES IN A GRADE 7 LANGUAGE ARTS PROGRAM. COOPERATION IN GROUP PROBLEM SOLVING AND SELF UNDERSTANDING ARE THE TWO MAJOR GOALS OF THESE LESSON PLANS. AWARENESS OF THE FUNCTION OF LANGUAGE IN COMMUNICATING ATTITUDES LEADS TO SUCCESSFUL GROUP INTERACTION BY THE END OF PHASE I, WHICH CONSISTS OF TEACHER DIRECTED LEARNING ACTIVITIES. IDEAS FOR ORIENTATION AND REVIEW ARE PROVIDED IN ADDITION TO CONCEPTS AND TEACHING TECHNIQUES FOR EACH OF THE FIVE PHASE I LESSONS. AFTER COMPLETION OF AT LEAST THREE OF THE FIVE ASSIGNMENTS IN PHASE II, STUDENTS WILL BE ABLE EITHER TO CREATE AN ORIGINAL PROJECT INVOLVING APPLICATION OF LANGUAGE SKILLS AND CONCEPTS LEARNED FROM PREVIOUS CLASSWORK, OR SELECT ONE OF EIGHT SUGGESTED PHASE III PROJECTS TO COMPLETE. DEVELOPED BY JUNIOR HIGH SCHOOL TEACHERS, A COUNSELOR, AND A LANGUAGE ARTS RESOURCE SPECIALIST, THE RESOURCE GUIDE INCLUDES AN APPENDIX CONTAINING TWO CLASS ACTIVITY WORKSHEETS, A FEEDBACK SHEET FOR STUDENT EVALUATIONS OF THE UNIT, AND A BRIEF BIBLIOGRAPHY. (AG)

VT 015 311
COMING OF AGE. LANGUAGE ARTS RESOURCE UNIT, LEVEL 8.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 37P.PAES COLLECTION

DESCRIPTORS - CAREER EDUCATION; *TEACHING GUIDES; *RESOURCE UNITS; UNIT PLAN; GRADE 8; *LEARNING ACTIVITIES; CONCEPT TEACHING; PERSONALITY ASSESSMENT; *PERSONALITY DEVELOPMENT; LITERATURE; *LANGUAGE ARTS
IDENTIFIERS - *SELF AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - THIS EIGHTH GRADE INSTRUCTIONAL UNIT IS FOR USE BY TEACHERS IN PRESENTING A 3-WEEK PROGRAM DESIGNED TO (1) FOCUS ATTENTION ON THE PROBLEMS THAT CONFRONT TEENAGEERS AT DIFFERENT MATURITY STAGES, AND (2) EMPHASIZE THE APPLICABILITY OF THE CONCEPTS OF MATURITY PORTRAYED IN LITERATURE. FOLLOWING THE GENERAL PLAN AND EXPLANATION OF THE UNIT, LESSONS AND ACTIVITIES COVERING THE 10 MAJOR CONCEPTS OF THE UNIT ARE PROVIDED, INCLUDING CONTENT, STRATEGIES FOR PRESENTING THE MATERIAL AND MOTIVATING STUDENT PARTICIPATION, AND EVALUATION SUGGESTIONS. LEARNING ACTIVITIES INVOLVING READING, WRITING, INTERVIEWING, AND CONVERSATION ARE DESIGNED TO MAKE STUDENTS MORE AWARE OF THEIR POTENTIALITIES, INTERESTS, AND DEVELOPING PERSONALITIES. A PRETEST AND POSTTEST WITH ANSWERS ARE INCLUDED, AND WRITING DESIGN SHEETS, DISCUSSION SHEETS, A BIBLIOGRAPHY, AND A FEEDBACK SHEET ARE APPENDED. RECOMMENDED TEXT FOR THE UNIT IS THE MIRRORS SCHOLASTIC LITERATURE UNIT. (AW)

VT 015 312
THE NEWSPAPER. LANGUAGE ARTS RESOURCE UNIT, LEVEL 9.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-158
PUB DATE - ND 87P.PAES COLLECTION

DESCRIPTORS - INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; *RESOURCE UNITS; GRADE 9; *LANGUAGE ARTS; *NEWSPAPERS; *JOURNALISM; BIBLIOGRAPHIES; RESOURCE MATERIALS; REFERENCE MATERIALS; EDUCATIONAL OBJECTIVES; FUNDAMENTAL CONCEPTS; AUDIOVISUAL AIDS; LESSON PLANS; EVALUATION TECHNIQUES; FEEDBACK; *CAREER EDUCATION; COCURRICULAR ACTIVITIES; STUDENT PROJECTS; WORKSHEETS; PRETESTS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS REVISED LANGUAGE ARTS RESOURCE UNIT ON NEWSPAPERS FOR A 9-WEEK GRADE 9 JOURNALISM CLASS INCLUDES A DETAILED INTRODUCTION WITH 19 UNIT CONCEPTS, A RATIONALE, SUGGESTIONS FOR THE TEACHER, AND A BRIEF OUTLINE OF 12 PHASE I LESSONS. THE TEACHING GUIDE ENUMERATES GENERAL AND SPECIFIC INSTRUCTIONAL STRATEGIES WITH ALTERNATES, CONCEPTS WITH OBJECTIVES, AND EVALUATION PROCEDURES FOR EACH SHORT PHASE I LESSON. PHASE II OFFERS ADDITIONAL ENRICHMENT MATERIAL FOR STUDENTS SUCCESSFULLY ACHIEVING THE PHASE I OBJECTIVES, WHILE PHASE III LISTS 11 POSSIBLE COCURRICULAR PROJECTS. A 49-PAGE APPENDIX INCLUDES A STUDENT PRE-TEST AND ANSWER SHEET TO GAUGE STUDENT READINESS FOR PHASE I LESSONS, MANY STUDENT MATERIALS INCLUDING WORK SHEETS, VISUAL AIDS, STUDY OUTLINES, A 1-PAGE FEEDBACK SHEET FOR STUDENTS CORRELATED TO A POST-LESSON STRATEGY FOR SUMMARY AND EVALUATION METHODS, AND A BRIEF 1-PAGE BIBLIOGRAPHY. (AG)

VT 015 313
MASS MEDIA: A STUDY OF RADIO AND T.V. LANGUAGE ARTS RESOURCE UNIT, LEVEL 8.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 52P.PAES COLLECTION

DESCRIPTORS - *RESOURCE UNITS; *LANGUAGE ARTS; GRADE 8; TEACHING GUIDES; INSTRUCTIONAL

MATERIALS; BIBLIOGRAPHIES; COMMUNICATIONS; *MASS MEDIA; *RADIO; *TELEVISION; EDUCATIONAL OBJECTIVES; FUNDAMENTAL CONCEPTS; AUDIVISUAL AIDS; LESSON PLANS; EVALUATION TECHNIQUES; COCURRICULAR ACTIVITIES; STUDENT PROJECTS; PRETESTS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS RESOURCE UNIT ON COMMUNICATIONS PROVIDES CONCEPTS AND STRATEGIES FOR THE 8TH GRADE TEACHER OF A 4 OR 5 WEEK LANGUAGE ARTS PROGRAM STUDYING RADIO AND TELEVISION AS EXAMPLES OF MASS MEDIA. THE SEVEN LESSONS PRESENTED IN PHASE I BRIEFLY COVER THE THEORY, DEVELOPMENT, AND TECHNOLOGY OF COMMUNICATION, SPECIFICALLY DESCRIBING THE FUNCTIONS OF RADIO AND TELEVISION. CONCEPTS LEARNED IN PHASE I ARE APPLIED BY COMPLETING SOME OF THE ASSIGNMENTS LISTED IN PHASE II, LEADING IN PHASE III EITHER TO CREATION OF ORIGINAL PROJECTS OR SELECTING A PROJECT FROM A LIST OF 20 IDEAS. THE APPENDIX INCLUDES A PRETEST, SAMPLE TRANSPARENCIES, A RADIO AND TELEVISION EVALUATION FORM, A "FEEDBACK" QUESTIONNAIRE FOR THE STUDENTS, AND A BIBLIOGRAPHY. METHODS OF IMPLEMENTING THE LESSON GOALS INCLUDE A UNIT ORIENTATION AND DIAGNOSIS FOR THE PRETEST RESULTS, SUGGESTIONS FOR EVALUATING STUDENT ACHIEVEMENT, AND WAYS TO HELP STUDENTS WHO ARE NOT PROGRESSING SUFFICIENTLY. (AG)

VT 015 314
JUST ME.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-160
PUB DATE - JUN71 61P.PAES COLLECTION

DESCRIPTORS - AUDIOVISUAL AIDS; *RESOURCE UNITS; GRADE 1; RESOURCE MATERIALS; REFERENCE MATERIALS; BIBLIOGRAPHIES; FILMS; *COMMUNICATION (THOUGHT TRANSFER); SELF EXPRESSION; LANGUAGE ARTS; *LANGUAGE SKILLS; *TEACHING GUIDES; EVALUATION TECHNIQUES; INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; MUSIC ACTIVITIES; PROGRAM EVALUATION; TEACHER DEVELOPED MATERIALS; BEHAVIORAL OBJECTIVES; FUNDAMENTAL CONCEPTS; *SELF CONCEPT; LEARNING ACTIVITIES
IDENTIFIERS - SELF AWARENESS

ABSTRACT - WRITTEN BY FOUR ELEMENTARY SCHOOL TEACHERS FOR PUPILS IN THE FIRST SEMESTER OF GRADE 1, THIS LANGUAGE ARTS RESOURCE UNIT IS DESIGNED FOR USE WITHOUT CLASSROOM ABILITY GROUPINGS AND STRESSES ORAL COMMUNICATION FOR EXPRESSING IDEAS ABOUT ONESELF AND OTHERS. DIVIDED INTO THREE SEPARATE PHASES, THE LAST TWO PHASES PROVIDE OPTIONAL AND SUGGESTED IDEAS FOR STUDENT ACTIVITIES CORRELATED TO EACH OF THE FIVE LESSONS IN PHASE ONE. THE GUIDE ALSO INCLUDES AN INTRODUCTION, DETAILED CONCEPTS WITH OBJECTIVES FOR EACH OF THE FIVE LESSONS, AND EXTENSIVE APPENDED MATERIALS, INCLUDING 13 SAMPLE STUDENT ACTIVITY SHEETS, A 2-PAGE BIBLIOGRAPHY, A LIST OF SONGS FOR LESSONS 1,3, AND 4, A RESOURCE LIST, TWO SUGGESTIONS FOR UNIT EVALUATION, AND A 2-PAGE TEACHER'S QUESTIONNAIRE REQUESTING COMMENTS ON THE UNIT. LISTENING, SPEAKING, AND WRITING OBJECTIVES DEVELOP DESCRIPTIVE ABILITIES INVOLVING THE PUPIL, HIS FRIENDS, FAMILY, AND SCHOOL. EACH LESSON INCLUDES MANY EDUCATIONAL STRATEGIES, A RESOURCE LIST, AND EVALUATION METHODS. (AG)

VT 015 322
CHARGE CARDS, CREDIT COUNSELING, AND DATA PROCESSING.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-173
PUB DATE - ND 120P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; BOOKS; AUDIOVISUAL AIDS; SECONDARY GRADES; *BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; *CREDIT (FINANCE); *MONEY MANAGEMENT; DATA PROCESSING; BUSINESS EDUCATION; ECONOMICS; MARKETING; *BANKING; BANKING VOCABULARY; BUDGETING
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - FOR USE BY SECONDARY SCHOOL TEACHERS IN PRESENTING INFORMATION ON CREDIT, THIS INSTRUCTIONAL UNIT PRESENTS OBJECTIVES, PRE- AND POST-TESTS WITH ANSWERS, RESOURCE PERSONS SUGGESTED LEARNING ACTIVITIES, SPECIAL INFORMATION FOR TEACHERS, AND ADDITIONAL LEARNING RESOURCES FOR THE SUBJECTS OF CHARGE CARDS, CREDIT COUNSELING, AND DATA PROCESSING AS APPLIED TO THE BANKING INDUSTRY. THE DOCUMENT IS ILLUSTRATED WITH NUMEROUS CHARTS, TABLES, AND SAMPLE FORMS. (AW)

VT 015 323
TAXES.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-174
PUB DATE - ND 31P.PAES COLLECTION

DESCRIPTORS - *TAXES; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; *INSTRUCTIONAL MATERIALS; TEACHING TECHNIQUES; *PROGRAM SOLVING; EDUCATIONAL FINANCE; *MATHEMATICAL APPLICATIONS; *MATHEMATICS INSTRUCTION; PRETESTS; BUSINESS SKILLS; POST TESTING; CAREER EDUCATION; DEVELOPMENTAL VOCABULARY; GUIDES; TAX RATES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS TEACHING UNIT ON TAXES ILLUSTRATES THE MATHEMATICAL PROCEDURES FOR COMPUTING VARIOUS INCOME TAXES, EDUCATIONAL FINANCE OPERATIONS, WITHHOLDING TAXES, AND FEDERAL ESTATE TAX SETTLEMENTS. EACH OF THE FIVE DEVELOPMENTAL LESSON PLANS INCLUDES SPECIFIC PROBLEMS TO SOLVE, A SAMPLE PROBLEM SOLUTION, AND RELATED LEARNING ACTIVITIES. DEFINITIONS OF TERMS FOR TEACHER USE, LISTS OF RESOURCE MATERIALS, AND SHORT PRE-TESTS OR POST-TESTS FOR EACH LESSON COMPLETE THE INSTRUCTIONAL OUTLINE. DETAILED INFORMATION SHEETS FROM A U.S. MASTER TAX GUIDE AND SAMPLE TAX FORMS AND TABLES SUPPLEMENT THE GUIDE. (AG)

VT 015 325
GUIDE FOR THE DEVELOPMENT OF RESPECT FOR SELF

AND OTHERS: A SOURCE FOR EDUCATORS IN TEACHING WHOLESOME ATTITUDES TOWARD DAILY LIFE AND WORK. PRIMARY-INTERMEDIATE GRADES.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-176
PUB DATE - 71 122P.PAES COLLECTION

DESCRIPTORS - *SELF CONCEPT; RESOURCE MATERIALS; PRIMARY GRADES; INTERMEDIATE GRADES; INSTRUCTIONAL AIDS; *INSTRUCTIONAL MATERIALS; *STUDENT ATTITUDES; WORLD AFFAIRS; THEMATIC APPROACH; TEACHING PROCEDURES; VISUAL AIDS; BIBLIOGRAPHIES; LEARNING ACTIVITIES; EVALUATION TECHNIQUES; WORK ATTITUDES; HUMAN RELATIONS; SELF ESTEEM; FUNDAMENTAL CONCEPTS; *RESOURCE GUIDES
IDENTIFIERS - SELF AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - THIS TENTATIVE GUIDE OFFERS METHODS OF TEACHING POSITIVE PRODUCTIVE ATTITUDES CONCERNING SELF RESPECT AND RESPECT FOR OTHERS, USING THE EVERYDAY EVENTS OF LIFE AS A VEHICLE FOR CONVEYING IDEAS TO PRIMARY AND INTERMEDIATE GRADES. DEVELOPED BY A COMMITTEE OF ELEMENTARY SCHOOL TEACHERS AND COUNSELORS AND INTENDED FOR INTEGRATION INTO A BROADER CURRICULUM, THIS RESOURCE GUIDE CONTAINS AN INTRODUCTORY OVERVIEW, TWO SAMPLE LESSON MODELS IN DIAGRAM FORM, SECTIONS ON RESPECT FOR SELF AND RESPECT FOR OTHERS, AND A BIBLIOGRAPHY FOR STUDENTS AND EDUCATORS. CONCEPTS, LEARNING ACTIVITIES, EVALUATION PROCEDURES, AND RESOURCE MATERIALS FOR THE THREE UNITS ON RESPECT FOR SELF AND THE SIX UNITS ON RESPECT FOR OTHERS ARE PRESENTED IN OUTLINE FORM, WITH SUGGESTED GRADE LEVELS (PRIMARY OR INTERMEDIATE) INDICATED. RESPECT FOR SELF IS STUDIED THROUGH SITUATIONS INVOLVING SELF DISCOVERY, SELF-DEVELOPMENT, AND SELF-CONFLICT SITUATIONS. SOCIAL GROUPS OF FAMILY, FRIENDS, COMMUNITY, NATIONS, AND WORLD ARE TOPICS USED IN EXPLORING THE AREA OF RESPECTING OTHERS. (AG)

VT 015 332
JOURNALISTIC WRITING--AN EXPERIENCE IN WRITTEN COMMUNICATION.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 126P.PAES COLLECTION

DESCRIPTORS - *RESOURCE MATERIALS; CURRICULUM GUIDES; *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; *LANGUAGE ARTS; SECONDARY GRADES; BEHAVIORAL OBJECTIVES; BASIC SKILLS; COMMUNICATION (THOUGHT TRANSFER); SELF EXPRESSION; *JOURNALISM; *COMPOSITION SKILLS (LITERARY); TEACHING TECHNIQUES; TEXTBOOKS; ETHICAL VALUES; BASIC VOCABULARY; WORKSHEETS; CAREER EDUCATION
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - RECOMMENDED FOR ALL SENIOR HIGH STUDENTS WITHOUT PRIOR PREPARATION, THIS LANGUAGE ARTS TEACHING GUIDE PROVIDES A CONCISE INTRODUCTION TO JOURNALISTIC WRITING AS A MEANS OF COMMUNICATION AND SELF EXPRESSION. DESIGNED TO INCREASE SKILLS IN OBSERVATION FOR SUCCESSFUL LIVING, THE RESOURCE UNIT FOCUSES ON NEWSPAPER TERMINOLOGY, REPORTING ETHICS, COPYEDITING, AND WRITING NEWS STORIES. THE EXTENSIVE STUDENT READING MATERIALS AND WORKSHEETS CONSTITUTING OVER TWO-THIRDS OF THE GUIDE ENABLE THE STUDENT TO PRACTICE WRITING, EDITING, AND NEWS ANALYSIS SKILLS. TEACHING SUGGESTIONS KEYED TO BEHAVIORAL OBJECTIVES ARE REINFORCED BY MEANS OF SAMPLE TESTS AND ANSWER KEYS, A SAMPLE STYLE MANUAL, AND OTHER SOURCE MATERIALS FOUND IN THE APPENDIXES. A 2-COLUMN INSTRUCTIONAL FORMAT OUTLINES COURSE GOALS ACCOMPANIED BY LESSON PLANS AND LISTS OF RESOURCES AVAILABLE IN THE APPENDIXES OR ELSEWHERE. THE TEACHING TECHNIQUES INCLUDE DISCUSSION, ORAL READINGS, STUDENT PAPERS, CLASS ASSIGNMENTS, AND USE OF AUDIOVISUAL AIDS. SEVEN TEXTBOOKS ARE SUGGESTED FOR USE IN THE COURSE. (AG)

VT 015 340
ART PROGRAM GUIDE, K-12.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-247
PUB DATE - 70 146P.PAES COLLECTION

DESCRIPTORS - *PROGRAM GUIDES; *RESOURCE MATERIALS; ELEMENTARY GRADES; SECONDARY GRADES; JUNIOR HIGH SCHOOLS; SENIOR HIGH SCHOOLS; HUMANITIES; *ART EDUCATION; ART APPRECIATION; *ART ACTIVITIES; *ART MATERIALS; LEARNING ACTIVITIES
IDENTIFIERS - EDUCATIONAL AWARENESS; SELF AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - THIS GUIDE IS DESIGNED TO AID ART TEACHERS, PRINCIPALS, AND ART SUPERVISORS IN PLANNING FOR AND IMPLEMENTING ART PROGRAMS ON ALL GRADE LEVELS. ART EXPERIENCES ARE OUTLINED AND ORGANIZED INTO A NATURAL SEQUENCE OF LEARNING EXPERIENCES TO AVOID REPETITION AND DUPLICATION IN TEACHING. TO GIVE DEPTH TO THE PROGRAM, ART HISTORY, MUSEUM AND GALLERY TOURS, AND USE OF LOCAL ARTISTS AS RESOURCE PERSONS ARE ALSO OUTLINED. FOLLOWING INTRODUCTORY MATERIAL INCLUDING PURPOSES OF THE GUIDE AND THE PHILOSOPHY OF ART EDUCATION, SPECIFIC PROGRAMS ARE OUTLINED FOR ELEMENTARY GRADES, JUNIOR HIGH SCHOOLS, AND SENIOR HIGH SCHOOLS. SEPARATE SECTIONS ARE ALSO PROVIDED ON SPECIFIC PROJECTS AND THEIR PROCESSES, REPRODUCTIONS, AND PRINTS; AND EXTENSIVE LISTINGS ARE GIVEN FOR ART BOOKS ON ALL LEVELS. STANDARDIZED EQUIPMENT LISTS FOR ELEMENTARY AND SECONDARY SCHOOLS, NAMES AND ADDRESSES OF ART SUPPLIERS, AND A LISTING OF AVAILABILITIES AND COSTS OF SPECIAL ITEMS SUCH AS SUPPLIES FOR BLOCKPRINTING AND CERAMICS ARE ALSO PROVIDED. (AW)

VT 015 346
MALONE, PAT
HEALTH CAREER OPPORTUNITIES IN THE GEORGIA DEPARTMENT OF PUBLIC HEALTH.

ATLANTA PUBLIC SCHOOLS, GA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN70 36P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; SECONDARY GRADES; OCCUPATIONAL

CHOICE; *CAREER OPPORTUNITIES; CAREER LADDERS; CAREER PLANNING; *RESOURCE GUIDES; SUPPLEMENTARY READING MATERIALS; INSTRUCTIONAL AIDS; BEHAVIORAL OBJECTIVES; *HEALTH OCCUPATIONS; HEALTH PERSONNEL; OCCUPATIONAL INFORMATION; EMPLOYMENT QUALIFICATIONS; MANPOWER NEEDS; SALARIES
IDENTIFIERS - CAREER AWARENESS; ELEMENTARY AND SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - FOCUSING ON HEALTH AND HEALTH-RATED CAREER OPPORTUNITIES IN THE GEORGIA PUBLIC HEALTH SYSTEM, THIS SUPPLEMENTARY RESOURCE GUIDE FOR HIGH SCHOOL STUDENTS PROVIDES BRIEF JOB DESCRIPTIONS WITH THEIR EDUCATIONAL REQUIREMENTS FOR APPROXIMATELY 40 AREAS OF EMPLOYMENT AND OVER 200 SPECIFIC JOBS. AWARENESS OF THE HEALTH MANPOWER NEEDS OF OUR SOCIETY IS THE AIM OF THIS BASIC OCCUPATIONAL INFORMATION, COMPILED BY A STAFF MEMBER OF THE GEORGIA DEPARTMENT OF PUBLIC HEALTH WITH THE AID OF OTHER STATE EDUCATORS. A WIDE RANGE OF VOCATIONS REQUIRING EDUCATIONAL BACKGROUNDS VARYING FROM 10TH GRADE TO POST-GRADUATE PROFESSIONAL TRAINING IS LISTED. OPPORTUNITIES ARE AVAILABLE IN SUCH WELL-KNOWN AREAS AS MEDICINE, MENTAL HEALTH, NUTRITION, CLERICAL, AND ADMINISTRATIVE, AS WELL AS IN NEW AND LESSER-KNOWN FIELDS SUCH AS ECOLOGY, HEALTH PROGRAM PLANNING, AND GRANTS PROJECT WORK. THE APPENDIX LISTS JOBS REQUIRING LESS THAN A HIGH SCHOOL EDUCATION AND A PAY SCHEDULE EFFECTIVE OCTOBER 16, 1968 WHICH COVERS POSITIONS UNDER THE STATE MERIT SYSTEM. THE GUIDE WAS PREPARED AS PART OF A HEALTH EDUCATION AND HEALTH OCCUPATIONAL TRAINING PROGRAM, ESEA TITLE III, JANUARY 1970. (AG)

VT 015 347
CAREER DEVELOPMENT GUIDE, GRADES K-12.

OREGON CONSOLIDATED SCHOOLS.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.;OREGON STATE DEPT. OF EDUCATION, SALEM
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 20AUG71 547P.PAES COLLECTION; DEVELOPMENTS OF THE CAREER DEVELOPMENT SUMMER WORKSHOP (AUGUST 9-20, 1971)

DESCRIPTORS - *CAREER EDUCATION; *VOCATIONAL DEVELOPMENT; *CURRICULUM GUIDES; TEACHING GUIDES; ELEMENTARY GRADES; SECONDARY GRADES; BEHAVIORAL OBJECTIVES; *CONCEPT TEACHING; LESSON PLANS; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; LEARNING ACTIVITIES; DEFINITIONS; EVALUATION METHODS; *SELF CONCEPT
IDENTIFIERS - SELF AWARENESS; CAREER AWARENESS; ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - FUNDED UNDER THE ELEMENTARY SECONDARY EDUCATION ACT (ESEA) TITLE III, THIS TEACHING GUIDE PROVIDES TOPICAL OUTLINES FOR GRADES K-12, DESIGNED TO INTEGRATE AND COORDINATE CAREER EDUCATION INTO THE CURRICULUM AT ALL LEVELS. OUTLINES FOR EACH GRADE INCLUDE CONCEPTS TO BE LEARNED, BEHAVIORAL OBJECTIVES, TOPIC-LEARNING ACTIVITIES, RESOURCES, DESIRED LEARNING OUTCOME OF EACH SPECIFIC ACTIVITY, AND EVALUATION PROCEDURES. A PACKET OF SUPPLEMENTARY MATERIALS FOR GRADES K-3 IS INCLUDED, AS WELL AS A LIST OF CAREER DEVELOPMENT TERM DEFINITIONS AND A SELECTED BIBLIOGRAPHY OF ARTICLES RELATING TO KINDERGARTEN EDUCATION. (AW)

VT 015 349
KEILHOLTZ, LINDA A.
WORLD OF WORK CAREER PROGRAM, K-6.

TOLEDO PUBLIC SCHOOLS, OHIO. DEPT. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-GOC234-X-CCEM
PUB DATE - 71 38P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; INSTRUCTIONAL AIDS; TEACHING TECHNIQUES; FIELD TRIPS; ROLE PLAYING; *ELEMENTARY GRADES; SELF CONCEPT; SERVICE OCCUPATIONS; STUDENT ATTITUDES; BEHAVIORAL OBJECTIVES; *SCHOOL COMMUNITY RELATIONSHIP; STUDENT SCHOOL RELATIONSHIP; LEARNING ACTIVITIES; DEVELOPMENTAL PROGRAMS; *TEACHING GUIDES; SERVICES; STUDENT EVALUATION; ACTIVITY LEARNING; CREATIVE ACTIVITIES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - DIVIDED INTO LOWER AND UPPER ELEMENTARY SECTIONS, THE TWO SAMPLE TEACHING UNITS FOR A DEVELOPMENTAL "WORLD OF WORK" CAREER EDUCATION PROGRAM FOCUS ON OCCUPATIONAL AWARENESS AND THE FUNCTIONS OF WORKERS IN THE COMMUNITY. UNDERSTANDING THE VALUE AND DIGNITY OF WORK, THE IMPORTANCE OF RESPECT FOR SELF AND OTHERS AND THE INTERDEPENDENCY OF WORKERS IN PROVIDING GOODS AND SERVICES MAKE UP THREE MAJOR AIMS OF THIS VOCATIONAL EXPLORATION PROGRAM. A DESCRIPTION OF THE PROGRAM STRUCTURE INCLUDES ADVICE TO THE TEACHER ABOUT INSERVICE EDUCATION, FIELD TRIPS, RESOURCE SPEAKERS, "HANDS-ON" EXPERIENCES, AND PROGRAM EVALUATION. ALSO, THE ROLES OF THE PROGRAM COORDINATORS AND TEACHERS ARE DESCRIBED, IN ADDITION TO PROVIDING A LIST OF PROGRAM OBJECTIVES. THE TEACHING TECHNIQUES SUGGESTED FOR VOCATIONAL LEARNING EXPERIENCES INCLUDE DISCUSSIONS, ROLE PLAYING, AND ACTIVITIES INVOLVING FINE ARTS AND LANGUAGE ARTS SKILLS. THE PROGRAM DESCRIPTION, WRITTEN WITH THE AID OF CITY AND STATE COORDINATORS AND TEACHERS, CONCLUDES WITH A LIST OF COORDINATORS' RECOMMENDATIONS FOR RESOURCE MATERIALS. (AG)

VT 015 351
PETERSON, MARLA, AND OTHERS
K-9 LEARNERS AND THE OCCUPAC APPROACH.

EASTERN ILLINOIS UNIV., CHARLESTON. CENTER FOR EDUCATIONAL STUDIES.
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. VOCATIONAL AND TECHNICAL EDUCATION DIV.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC138
PUB DATE - NOV71 9P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; *FUNDAMENTAL CONCEPTS; GENERALIZATIONS; *VOCATIONAL DEVELOPMENT; OCCUPATIONS; *SELF CONCEPT; ELEMENTARY GRADES; INSTRUCTIONAL AIDS; SECONDARY GRADES; OCCUPATIONAL INFORMATION; RESOURCE MATERIALS; *TEACHING GUIDES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THE BASIC CONCEPTS OF THE OCCUPAC APPROACH TO CAREER DEVELOPMENT ARE LISTED SEPARATELY FOR LEARNERS FROM GRADES K-3, 4 TO 6, AND 7 TO 9. FOR EACH OF THESE GRADE LEVELS, CONCEPTS ARE ORGANIZED IN FOUR GROUPS: (1) CAREER INFORMATION AS IT RELATES TO SPECIFIC OCCUPATIONS, (2) CAREER INFORMATION AS IT RELATES TO THE WORLD OF WORK, (3) THE SELF AS IT RELATES TO SPECIFIC OCCUPATIONS, AND (4) THE SELF AS IT RELATES TO THE WORLD OF WORK. MANY OF THESE FUNDAMENTAL UNDERSTANDINGS ARE REPEATED FOR EACH GROUP OF LEARNERS. THE OCCUPAC PROJECT COMMITTEE FOR THE RESOURCE LIST INCLUDED CONSULTANTS IN ELEMENTARY EDUCATION, INDUSTRIAL ARTS, AND HOME ECONOMICS. (AG)

VT 015 352
PETERSON, MARLA, AND OTHERS
CAREER DEVELOPMENT ACTIVITIES TO ACCOMPANY OCCUPACS (K-6).

EASTERN ILLINOIS UNIV., CHARLESTON. CENTER FOR EDUCATIONAL STUDIES.
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. VOCATIONAL AND TECHNICAL EDUCATION DIV.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC138
PUB DATE - NOV71 16P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; *HUMAN RESOURCES; RESOURCE MATERIALS; CREATIVE ACTIVITIES; *LEARNING ACTIVITIES; ELEMENTARY GRADES; *VOCATIONAL DEVELOPMENT; FIELD TRIPS; TASK PERFORMANCE; JOB SKILLS; MANIPULATIVE MATERIALS; INSTRUCTIONAL AIDS; *INSTRUCTIONAL MATERIALS; BULLETIN BOARDS; CREATIVE DRAMATICS; SERVICE OCCUPATIONS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THESE IC OCCUPATIONAL ACTIVITY LISTS WERE DEVELOPED AS PART OF THE OCCUPAC PROJECT FOR DESIGNING AND TESTING MULTIMEDIA INSTRUCTIONAL MATERIALS FOCUSING ON THE STUDY OF SPECIFIC OCCUPATIONS FOR THE ELEMENTARY GRADES. FOR EACH OF THE IC OCCUPATIONS, THE CAREER DEVELOPMENT ACTIVITIES INCLUDE THE SUGGESTED GRADE LEVEL AND FIELD TRIPS INVOLVING RESOURCE SPEAKERS. STUDENTS ARE ASKED TO PERFORM TASKS SIMILAR TO THOSE ENCOUNTERED FOR EACH JOB. CREATIVE ACTIVITIES, SUCH AS MAKING BULLETIN BOARDS, DRAWINGS, AND PUPPET SHOWS, ARE SUGGESTED. VISITING THE PLACE OF EMPLOYMENT FOR EACH OCCUPATION AND WATCHING DEMONSTRATIONS OF JOB SKILLS AND KNOWLEDGE MAKE UP MOST OF THE LEARNING ACTIVITIES. THE JOBS, ORIENTED TO THOSE PROVIDING HUMAN SERVICES, INCLUDE LANDSCAPER, NURSE, ELECTRICIAN, SECRETARY, CHEF, DENTAL ASSISTANT, AND OTHERS. (AG)

VT 015 358
SOCIAL STUDIES, GRADE ONE. UNIT I: WE ALL GO TO SCHOOL.

MINNEAPOLIS PUBLIC SCHOOLS, MINN.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000217A-1
PUB DATE - 71 171P.PAES COLLECTION

DESCRIPTORS - TEACHING TECHNIQUES; GRADE 1; INSTRUCTIONAL AIDS; AUDIOVISUAL AIDS; BEHAVIORAL OBJECTIVES; *SOCIAL STUDIES UNITS; *CAREER EDUCATION; *CURRICULUM GUIDES; COGNITIVE DEVELOPMENT; LEARNING ACTIVITIES; SCHOOL PERSONNEL; SOCIAL ATTITUDES; SELF CONCEPT; PHYSICAL CHARACTERISTICS; CONCEPT FORMATION; RESOURCE MATERIALS; SERVICES; *HUMAN RELATIONS; CULTURAL AWARENESS; INTEGRATED CURRICULUM
IDENTIFIERS - DECISIONS; EDUCATIONAL AWARENESS

ABSTRACT - THIS SOCIAL STUDIES CURRICULUM GUIDE FOR A GRADE 1 TEACHING UNIT PROVIDES TEACHING INSTRUCTIONS FOR LEARNING ACTIVITIES DESIGNED TO MAKE PUPILS AWARE OF THEIR SIMILARITIES AND DIFFERENCES, ESPECIALLY IN THEIR PHYSICAL CHARACTERISTICS AND ATTITUDES. THE STUDENTS EXPLORE THE ROLE OF SCHOOL RULES AND THE SCHOOL STAFF TO UNDERSTAND THE NATURE OF SOCIAL AUTHORITY AND THE WORKING WORLD. BASED ON THE SIX LEARNING PREMISES OF THE 1971 MINNEAPOLIS SOCIAL STUDIES PROGRAM OF UNIT/PACS FOR ELEMENTARY GRADES, A "MODEL OF INQUIRY" FORMAT USES INDUCTIVE DEVELOPMENTAL APPROACHES TO DERIVE CONCEPTS AND PRODUCE INTERDISCIPLINARY GENERALIZATIONS FROM FOUR MAJOR UNIT IDEAS. EXPLORING FEELINGS, CONSIDERING PROBLEMS, AND ANALYZING VALUES HELPS DEVELOP COGNITIVE SKILLS AND POSITIVE ATTITUDES. MAPPING, INTERVIEWING, AND ROLE-PLAYING ARE USED TOGETHER WITH CREATIVE CLASS PROJECTS AND AUDIOVISUAL AIDS TO SPECIFICALLY INTRODUCE, DEVELOP, EXTEND, AND CONCLUDE EACH UNIT IDEA. DISCUSSION QUESTIONS, WALKING TOURS OF THE SCHOOL, AND THE USE OF THREE DIMENSIONAL AIDS ARE EXAMPLES OF INNOVATIVE TECHNIQUES ENRICHING THE GUIDE. THE CURRICULUM CONTAINS A DETAILED STEP-BY-STEP RATIONALE, SPECIFIC OBJECTIVES FOR EACH MAIN IDEA, AND AN APPENDIX WHICH INCLUDES SAMPLES OF LOW ORGANIZATION GAMES AND SIMPLE RHYTHMIC ACTIVITIES. THIS UNIT IS USED IN CONJUNCTION WITH OTHER UNITS AVAILABLE IN THIS ISSUE AS VT 015 451 AND VT 015 452. (AG)

VT 015 362
MILES, VIRGINIA E.
THE INDIVIDUALIZED FIELD TRIP IN PRIMARY EDUCATION WITHIN A SOCIAL STUDIES AND ECONOMICS UNIT.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC469
PUB DATE - ND 18P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *TEACHING GUIDES; VOCATIONAL EDUCATION; *PRIMARY GRADES; *FIELD TRIPS; *INDIVIDUALIZED CURRICULUM; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; SOCIAL STUDIES UNITS; ECONOMIC EDUCATION; TEACHING PROCEDURES; TESTING; COGNITIVE DEVELOPMENT; LEARNING ACTIVITIES; SERVICES; COMMUNITY INVOLVEMENT; SCHOOL INDUSTRY RELATIONSHIP; PARENT SCHOOL RELATIONSHIP
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS GUIDE FOR INCORPORATING AN INDIVIDUALIZED FIELD TRIP AS PART OF A SOCIAL STUDIES AND ECONOMICS UNIT PROVIDES SUGGESTIONS FOR PUPIL OBSERVATION OF THEIR PARENTS' JOBS. PRELIMINARY PROCEDURES TO BE FOLLOWED BY THE PRINCIPAL AND TEACHER INCLUDE

SENDING LETTERS TO THE PARENT AND TO HIS PLACE OF EMPLOYMENT, AND MEETING WITH THE PARENTS. THE PARENTS WILL TAKE PHOTOGRAPHS OF HIS CHILD'S VISIT AND THE PUPIL WILL TAKE NOTES OF THE TRIP. TO PREPARE THE PUPIL, A VOCABULARY LIST OF VOCATIONAL TERMS WILL BE DISCUSSED. BEHAVIORAL OBJECTIVES FOR INDIVIDUAL AND GROUP ACTIVITIES FOLLOWING THE FIELD TRIP ARE PROVIDED IN ORDER TO DEVELOP BASIC COGNITIVE SKILLS. THE USE OF REFERENCE BOOKS, AUDIOVISUAL AIDS, AND SIMPLE TESTS IS RECOMMENDED, IN ADDITION TO A DIAGRAM OF THE "CIRCULAR FLOW" OF MONEY BY MEANS OF GOODS, SERVICES, AND RESOURCES. DEVELOPMENT OF A CULMINATING CLASS PRESENTATION FOR PARENTS IS SUGGESTED. AN INCOMPLETE RESOURCE LIST INCLUDES BOOKS, FILMS, AND FILMSTRIPS. DEVELOPED BY THE PROJECT VIGOR COMMITTEE, WHICH SERVES AS OREGON'S FEDERAL EXEMPLARY PROGRAM IN CAREER EDUCATION, THE DESCRIPTIVE GUIDE IS USED IN CONJUNCTION WITH "A TEN-UNIT PROJECT IN CAREER EDUCATION" AND "THE VENTURA PARK CAREER ENRICHMENT PROJECT," AVAILABLE AS VT 015 354 AND VT 015 363, RESPECTIVELY, IN THIS ISSUE. (AG)

VT 015 363
WINCHELL, RICHARD R., AND OTHERS
VENTURA PARK CAREER ENRICHMENT PROJECT, GRADES 4-6.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC469
PUB DATE - ND 92P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; AUDIOVISUAL AIDS; *RESOURCE MATERIALS; *CURRICULUM GUIDES; TEACHING PROCEDURES; LEARNING ACTIVITIES; COMMUNITY RESOURCES; HUMAN RESOURCES; *OCCUPATIONAL CLUSTERS; *INTERMEDIATE GRADES; BEHAVIORAL OBJECTIVES; EVALUATION TECHNIQUES; OCCUPATIONAL INFORMATION; CHARTS; BOOKLISTS; ROLE PLAYING; INDUSTRY
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR A CAREER EDUCATION CLASS FOR TEACHERS AND COORDINATORS IN GRADES 4, 5, AND 6 INCLUDES A CHART IN A 3-COLUMN FORMAT WHICH CORRELATES BEHAVIORAL OBJECTIVES WITH LEARNING ACTIVITIES AND RESOURCE MATERIALS IN 11 SPECIFIC OCCUPATIONAL CLUSTERS. ALSO INCLUDED ARE A STUDENT DIRECTED EVALUATION SHEET ABOUT VOCATIONAL INFORMATION, A DAILY CAREER ENRICHMENT PROCEDURAL GUIDE FOR THE TEACHER, A DESCRIPTION OF THE PROJECT STEERING COMMITTEE, AND JOB DESCRIPTIONS FOR THE CAREER COORDINATOR AND ASSISTANT CAREER COORDINATOR. AN ANNOTATED BOOKLIST GROUPED BY SUBJECT AND SPECIFYING BEGINNING OR INTERMEDIATE READING LEVELS, AND EXTENSIVE AUDIOVISUAL AIDS CATALOG, AND SEVERAL UNIT EVALUATION SHEETS FOR COORDINATORS AND STUDENTS COMPLETE THE INSTRUCTIONAL OUTLINE. THE TEACHING SUGGESTIONS INVOLVE THE USE OF COMMUNITY RESOURCES, "REAL-LIFE" SITUATIONS SUCH AS SETTING UP A SCHOOL STORE AND ROLE-PLAYING, AND CREATIVE ACTIVITIES SUCH AS MAKING AN UNDERWATER SCENE. THIS PROJECT GUIDE IS USED IN CONJUNCTION WITH "THE INDIVIDUALIZED FIELD TRIP" AND "A TEN-UNIT PROJECT IN CAREER EDUCATION," AVAILABLE IN THIS ISSUE AS VT 015 362 AND VT 015 364, RESPECTIVELY. TWO TEACHERS AND A COUNSELOR IN ELEMENTARY EDUCATION WROTE THIS UNIT AS PART OF PROJECT VIGOR, OREGON'S FEDERAL EXEMPLARY PROGRAM IN CAREER EDUCATION. IMPLEMENTATION OF THIS PROGRAM WILL BE CARRIED OUT BY A COMMITTEE OF ELEMENTARY SCHOOL EDUCATORS AND PARENTS. (AG)

VT 015 364
CLOUD, MARY LYNN, AND OTHERS
A TEN-UNIT PROJECT IN CAREER EDUCATION, GRADES 4-6.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC469
PUB DATE - ND 25P.PAES COLLECTION

DESCRIPTORS - INDUSTRIAL EDUCATION; HOME ECONOMICS; *CAREER EDUCATION; VOCATIONAL EDUCATION; BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; EVALUATION TECHNIQUES; RESOURCE MATERIALS; REFERENCE MATERIALS; *TEACHING GUIDES; *INTERMEDIATE GRADES; HUMAN RESOURCES; COMMUNITY RESOURCES; *UNITS OF STUDY (SUBJECT FIELDS); FIELD TRIPS; INSTRUCTIONAL MATERIALS; LEARNING ACTIVITIES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS PROJECT GUIDE FOR A CAREER EDUCATION CLASS IN GRADES 4, 5, OR 6 PROVIDES BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, DETAILED LISTS OF RESOURCE MATERIALS AND PEOPLE, AS WELL AS IDEAS FOR EVALUATION FOR 10 SEPARATE VOCATIONAL AREAS. THESE 10 SHORT UNITS OF STUDY RANGE FROM AGRICULTURE TO TELEVISION BROADCASTING, INCLUDING A WIDE VARIETY OF HOME ECONOMICS AND INDUSTRIAL EDUCATION TOPICS. TIME SPANS ARE GIVEN FOR EACH UNIT. THE DESCRIPTIVE UNIT OUTLINES WERE DEVELOPED AS PART OF PROJECT VIGOR, OREGON'S FEDERAL EXEMPLARY PROGRAM IN CAREER EDUCATION. THIS GUIDE IS USED IN CONJUNCTION WITH "THE INDIVIDUALIZED FIELD TRIP" AND "VENTURA PARK CAREER ENRICHMENT PROJECT," AVAILABLE IN THIS ISSUE AS VT 015 362 AND VT 015 363, RESPECTIVELY. (AG)

VT 015 365
SPIRES, JERALD V.;MCMAHON, EDWARD J.
CAREER EDUCATION. ELEMENTARY SCHOOL TEACHERS' GUIDE TO IDEAS. CAREER AWARENESS, GRADES 1-6.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC469
PUB DATE - 72 153P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; ELEMENTARY GRADES; *GUIDELINES; FILMS; FILMSTRIPS; *OBJECTIVES; LEARNING ACTIVITIES; *INSTRUCTIONAL AIDS; COMMUNITY RESOURCES; VOCATIONAL EDUCATION; BEHAVIORAL OBJECTIVES; COGNITIVE OBJECTIVES; AFFECTIVE OBJECTIVES; EVALUATION TECHNIQUES; *DEVELOPMENTAL PROGRAMS; PSYCHOMOTOR OBJECTIVES; VISUAL AIDS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS GUIDE, WHICH PROVIDES SUGGESTED STEPS FOR DEVELOPING A CAREER IDEA PLAN IN ADDITION TO DESCRIBING A VARIETY OF SPECIFIC SAMPLE OBJECTIVES FOR EACH

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ELEMENTARY GRADE, WILL BE USEFUL FOR TEACHERS WISHING TO DEVELOP THEIR OWN CAREER EDUCATION IDEAS IN THE ELEMENTARY GRADES. DEVELOPED AS A PROJECT WITHIN PROJECT VIGOR, OREGON'S FEDERAL EXEMPLARY PROGRAM IN CAREER EDUCATION, THESE GUIDELINES FOR EACH GRADE LEVEL CONTAIN A DEVELOPMENTAL SEQUENCE OF BEHAVIORAL, COGNITIVE, AFFECTIVE, AND PSYCHOMOTOR OBJECTIVES AND SUGGESTIONS FOR EVALUATION. A BRIEF BIBLIOGRAPHY AND SUGGESTIONS ABOUT AUDIOVISUAL AIDS ARE INCLUDED WITHIN THE PICTORIAL INTRODUCTION. OBJECTIVES TO BE ACHIEVED BY THE END OF GRADE 6 INCLUDE PARTICIPATION IN INDIVIDUAL AND GROUP ACTIVITIES INVOLVING FIELD TRIPS, RESOURCE SPEAKERS, STUDENT INTERVIEWS, AND AUDIOVISUAL AIDS. VOCATIONAL AWARENESS AND THE STUDENTS' EXPLORATION OF FEELINGS ABOUT JOBS WILL ENCOURAGE POSITIVE ATTITUDES TOWARD WORK. THE BRIEF APPENDED MATERIALS INCLUDE SEVERAL INSTRUCTIONAL AIDS USEFUL IN PRESENTING CAREER EDUCATION MATERIALS. (AG)

VT 015 378
LANDS AND MINERALS. RESOURCE MANAGEMENT TRAINING HANDBOOK.

DEPARTMENT OF THE INTERIOR, WASHINGTON, D.C. BUREAU OF LAND MANAGEMENT.
MF AVAILABLE IN VT-ERIC SET.
INSTRUC-MEMO-71-219
PUB DATE - NO 5CP.

DESCRIPTORS - *LAND USE; *PROFESSIONAL PERSONNEL; *EDUCATIONAL PROGRAMS; TEACHING GUIDES; *PROGRAM GUIDES; MANUALS; *ADULT EDUCATION; COURSE CONTENT; BEHAVIORAL OBJECTIVES; NATURAL RESOURCES; SOIL CONSERVATION; ENVIRONMENTAL EDUCATION
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS DOCUMENT CONTAINS INSTRUCTIONS AND A HANDBOOK FOR USE BY BUREAU OF LAND MANAGEMENT PERSONNEL AT THE PHOENIX DISTRICT IN CONDUCTING TRAINING PROGRAMS FOR BEGINNING AND INTERMEDIATE LANDS AND MINERALS PROFESSIONAL PERSONNEL. INCLUDED IN THE HANDBOOK ARE: (1) RESPONSIBILITIES OF THE ASSOCIATE AND STATE DIRECTORS AND DISTRICT MANAGER, (2) CRITERIA FOR RECRUITMENT AND SELECTION OF TRAINEES, TRAINING ASSIGNMENT AND ASSIGNMENT UPON COMPLETION, (3) CRITERIA FOR REASSIGNMENT FOLLOWING TRAINING AND LENGTH OF ASSIGNMENT, (4) A DESCRIPTION OF PROGRAMS OFFERED BY THE DISTRICT FOR 1972, AND (5) A LISTING OF COURSES TO BE INCLUDED IN A 5-MONTH PROGRAM FOR BEGINNING EMPLOYEES AND TWO 5-WEEK PROGRAMS FOR INTERMEDIATE PERSONNEL. COURSE OUTLINES LISTING PREREQUISITES, BEHAVIORAL OBJECTIVES, AND SUBJECT MATTER CONTENT FOR 16 COURSES COVER SUCH TOPICS AS: (1) LANDS AND MINERALS ORIENTATION, (2) LAND IDENTIFICATION AND SITE DESCRIPTION, (3) COMMUNICATION SKILLS, (4) MINERALS RESOURCE MANAGEMENT, (5) SURFACE PROTECTION AND RECLAMATION, AND (6) PRINCIPLES OF ADMINISTRATIVE LAW. (SB)

VT 015 379
REFUSE COLLECTION AND DISPOSAL. PLANT MANAGEMENT GUIDE.

BUREAU OF INDIAN AFFAIRS (DEPT. OF INTERIOR), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 15JUL71 20P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *SANITATION; *SANITARY FACILITIES; *TEXTBOOKS; STUDY GUIDES; INSTRUCTIONAL MATERIALS; ADULT EDUCATION; HUMAN SERVICES
IDENTIFIERS - *REFUSE COLLECTION AND DISPOSAL; EMPLOYMENT SKILLS

ABSTRACT - PREPARED BY A PLANT MANAGEMENT ENGINEERING CENTER, THIS DOCUMENT CONTAINS READING MATERIALS PERTAINING TO REFUSE COLLECTION AND DISPOSAL. SECTIONS DISCUSS: (1) IMPORTANCE OF A WELL-PLANNED AND OPERATED REFUSE SYSTEM, (2) PROPER TEMPORARY STORAGE OF REFUSE, (3) TYPES OF MATERIALS COLLECTED AND THE EQUIPMENT NEEDED TO COLLECT IT, AND (4) RECOMMENDED PRACTICES AND EQUIPMENT NEEDED FOR DISPOSING OF REFUSE. LINE DRAWINGS AND CHARTS AUGMENT THE TEXT, AND THE MATERIALS ARE INTENDED TO BE PLACED IN A 3-RING NOTEBOOK. (SB)

VT 015 381 ED 062 561
SUMMER YOUTH EMPLOYMENT GUIDE.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
EXPER & DEMON-FIND-10
PUB DATE - 71 4CP.

DESCRIPTORS - *PROGRAM GUIDES; PROGRAM PLANNING; PROGRAM DESCRIPTIONS; ADMINISTRATOR GUIDES; PROGRAM DEVELOPMENT; SECONDARY GRADES; *YOUTH EMPLOYMENT; *SUMMER PROGRAMS; JOB DEVELOPMENT; JOB PLACEMENT; ADMISSION CRITERIA; INSTRUCTIONAL STAFF; PROGRAM ADMINISTRATION; DEVELOPMENTAL PROGRAMS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS 2-PART EXPERIMENTAL AND DEMONSTRATION PROJECT REPORT IS BASED ON RESEARCH AND ANALYSIS CONDUCTED BY THE CENTER FOR URBAN PROGRAMS AT ST. LOUIS UNIVERSITY. PART I, WHICH IS DERIVED FROM OBSERVATIONS OF SUMMER YOUTH EMPLOYMENT PROGRAMS IN SEVERAL CITIES, DESCRIBES A GENERAL PROGRAM GUIDE FOR OPERATING FUTURE SUMMER YOUTH EMPLOYMENT PROGRAMS. GUIDELINES ARE OUTLINED FOR: (1) OVERALL ORGANIZATION AND COORDINATION, (2) OVERALL TIMING, (3) STAFF AND TRAINING, (4) JOB DEVELOPMENT, (5) RECRUITING AND SELECTING YOUTH, (6) ORIENTING YOUTH, (7) REFERRAL AND PLACEMENT, (8) EVALUATION AND FINAL REPORT, AND (9) PLANNING THE NEXT SUMMER PROGRAM. THE GUIDE RECOMMENDS THAT OPERATIONS START APPROXIMATELY 6 MONTHS BEFORE THE END OF THE SCHOOL YEAR, WHICH NECESSITATES EARLY FUNDING SO THAT STAFF FOR EACH PHASE CAN BE HIRED. ALSO, SUCCESSFUL APPLICATION OF THE MODEL PROGRAM WOULD BE ENHANCED IF SMALL TEAMS OF LABOR DEPARTMENT PERSONNEL COULD PROVIDE TECHNICAL ASSISTANCE. PART II BRIEFLY SUMMARIZES THE SUMMER EMPLOYMENT ACTIVITIES IN ST. LOUIS, PHOENIX, AND NEW HAVEN, HIGHLIGHTING THE MAIN PROGRAM ELEMENTS AND DIFFERENCES BETWEEN THE PROGRAMS. AN OUTLINE OF A YOUTH ORIENTATION PROGRAM AND A SUGGESTED SUMMER PROGRAM FOR 14-15 YEAR OLDS ARE APPENDED. (SB)

VT 015 386 ED 063 471
CAREER EDUCATION IN THE ENVIRONMENT. A HANDBOOK.

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OLYMPUS RESEARCH CORP., WASHINGTON, D.C.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
EDRS PRICE MF-$0.65 HC-$13.16.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(CATALOG NO. HE 5.6/2:EN8/2, $3.00)
PUB DATE - ND 394P.

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; *ENVIRONMENTAL EDUCATION; *CURRICULUM GUIDES; AUDIOVISUAL AIDS; ANNOTATED BIBLIOGRAPHIES; INSTRUCTIONAL AIDS; *MANUALS; REFERENCE MATERIALS; SUPPLEMENTARY TEXTBOOKS; SECONDARY GRADES; RESOURCE GUIDES; TEACHING GUIDES; ADMINISTRATOR GUIDES; EMPLOYMENT OPPORTUNITIES; CAREER PLANNING; *NATURAL RESOURCES; ENVIRONMENTAL RESEARCH; OCCUPATIONAL GUIDANCE; LESSON PLANS; TEACHING PROCEDURES; BEHAVIORAL OBJECTIVES

ABSTRACT - THIS HANDBOOK, DESIGNED FOR SECONDARY SCHOOL USE IN EXPLORING ENVIRONMENTAL PROBLEMS AND SOLUTIONS AND PROVIDING INFORMATION ON EXISTENT AND EMERGING CAREER OPPORTUNITIES, WILL BE USEFUL TO SCHOOL ADMINISTRATORS, CURRICULUM PLANNERS, INSTRUCTORS, COUNSELORS, LIBRARIANS, AND STUDENTS. DEVELOPED BY A 10-MEMBER PROJECT GROUP, THE HANDBOOK IS IN THREE PARTS: (1) CAREER EDUCATION AND THE ENVIRONMENT--AN OVERVIEW WHICH SKETCHES THE EXTENT OF, REASONS, AND SOLUTIONS FOR OUR PRESENT ENVIRONMENTAL DEGRADATION, (2) ENVIRONMENTAL CAREERS--A COMPREHENSIVE REPORT DIVIDED INTO CATEGORIES OF SCIENCE AND RESEARCH, TECHNOLOGY AND EDUCATION, TECHNOLOGY IMPLEMENTATION, AND EQUIPMENT OPERATION, AND (3) TWO ENVIRONMENTAL EDUCATION CURRICULUMS--A 15-DAY SELF-CONTAINED CURRICULUM UNIT ON ENVIRONMENTAL AWARENESS AND POLLUTION TESTED IN THE SALT LAKE SCHOOL DISTRICT, COMPLETE WITH AN OUTLINE, LESSON PLANS, STUDENT READINGS, AND AN EXAM, AND A SEMESTER LENGTH COURSE WHICH FOCUSES ON THE PHYSICAL WORLD, NATURAL RESOURCES, AND SOCIAL PROBLEMS WITH ENVIRONMENTAL OVERTONES. AN ANNOTATED 61-PAGE BIBLIOGRAPHY SUPPLEMENTS THESE CURRICULUMS, AND IS DIVIDED INTO EIGHT CATEGORIES FOR EASIER USE AS A SELECTIVE GUIDE FOR ALL SCHOOLS WISHING TO START OR UPGRADE THEIR HOLDINGS IN ENVIRONMENTAL LITERATURE. (CD)

VT 015 387 ED 062 563
MICROFICHE COLLECTION OF CLEARINGHOUSE DOCUMENTS REPORTED IN ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM), VOLUME 5, NUMBER 2.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
PUB DATE - 72 18748

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; BUSINESS EDUCATION; AGRICULTURAL EDUCATION; DISTRIBUTIVE EDUCATION; HEALTH OCCUPATIONS EDUCATION; HOME ECONOMICS EDUCATION; INDUSTRIAL ARTS; TRADE AND INDUSTRIAL EDUCATION; INDEXES (LOCATERS); CLEARINGHOUSES; *MICROFICHE; DOCUMENTATION; INFORMATION STORAGE; INFORMATION RETRIEVAL

ABSTRACT - DOCUMENTS ANNOUNCED WITH VT NUMBERS ONLY IN VOLUME 5, NUMBER 2 (VT 015 409) OF "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM) ARE INCLUDED IN THIS MICROFICHE SET. THE MICROFICHE SET IS ARRANGED IN THE FOLLOWING SEQUENCE: (1) A VOCATIONAL TECHNICAL (VT) NUMBER INDEX TO DOCUMENTS IN THE MICROFICHE COLLECTION, (2) THE SUBJECT AND AUTHOR INDEXES FROM AIM, AND (3) THE FULL TEXT OF DOCUMENTS LISTED IN THE VT NUMBER INDEX. THE TEXTS ARE FILMED CONTINUOUSLY IN VT NUMBER SEQUENCE. (CD)

VT 015 388 ED 062 564
CONCEPTUAL FRAMEWORK FOR HOMEMAKING EDUCATION IN TEXAS.

TEXAS TECH UNIV., LUBBOCK. SCHOOL OF HOME ECONOMICS.;TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF OCCUPATIONAL AND TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
PUB DATE - ND 91P.

DESCRIPTORS - HOME ECONOMICS EDUCATION; *HOMEMAKING EDUCATION; MODELS; *PROGRAM PLANNING; *CURRICULUM GUIDES; *CURRICULUM DEVELOPMENT; COURSE CONTENT; PROGRAM CONTENT IDENTIFIERS - TEXAS

ABSTRACT - DEVELOPED THROUGH A STUDY OF CONCEPTS AND SUBCONCEPTS INCLUDED IN A NUMBER OF INSTRUCTIONAL MATERIALS AND EVALUATED BY STATE EDUCATION AGENCY PERSONNEL AND HOMEMAKING TEACHERS, THIS FRAMEWORK IS DESIGNED TO AID THE TEACHER IN PLANNING LOCAL HOMEMAKING PROGRAMS AND IN DEVELOPING LOCAL CURRICULUM GUIDES. VOCATIONAL HOME ECONOMICS IN TEXAS CONSISTS OF PROGRAMS FOR IN-SCHOOL YOUTH AND ADULTS. PROGRAMS FOR IN-SCHOOL YOUTH INCLUDE: (1) SEQUENCE COURSES OF HOME ECONOMICS I-IV, (2) SEMESTER COURSES IN CHILD DEVELOPMENT, CONSUMER EDUCATION, HOME AND FAMILY LIVING, HOME FURNISHINGS, HOME MANAGEMENT, AND HOME NURSING, (3) OCCUPATIONAL TRAINING IN HOME ECONOMICS RELATED OCCUPATIONS, (4) SUMMER PROGRAMS, (5) HOME EXPERIENCES, AND (6) FUTURE HOMEMAKERS OF AMERICA. PROGRAMS FOR ADULTS INCLUDE ORGANIZED CLASSES IN BOTH HOMEMAKING AND OCCUPATIONAL EDUCATION AND THE YOUNG HOMEMAKERS OF TEXAS ORGANIZATIONS. FOLLOWING A BRIEF OVERVIEW OF VOCATIONAL HOME ECONOMICS, THE REMAINDER OF THE PUBLICATION IS DEVOTED TO THE FRAMEWORK WHICH IS PRESENTED IN OUTLINE FORM TO SHOW CONTENT BY SCOPE AND SEQUENCE FOR HOMEMAKING I-IV AND THE SEMESTER COURSES. (SB)

VT 015 389
CAREER DEVELOPMENT ELEMENTARY VOCATIONAL EXEMPLARY PROGRAM, GRADES 5-6.

OKLAHOMA STATE BOARD FOR VOCATIONAL EDUCATION, STILLWATER.;TULSA PUBLIC SCHOOLS, OKLA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC346
PUB DATE - 71 153P.PAES COLLECTION;

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DEVELOPMENTS OF CVTE-EXEMPLARY IN-SERVICE WORKSHOP FOR CURRICULUM DEVELOPMENT (TULSA, OKLAHOMA, JUNE 7-25, 1971)

DESCRIPTORS - GRADE 5; GRADE 6; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; CURRICULUM DEVELOPMENT; SERVICES; BEHAVIORAL OBJECTIVES; UNIT PLAN; *LEARNING ACTIVITIES; WORKSHEETS; TEACHING PROCEDURES; *RESOURCE MATERIALS; ROLE PLAYING; *DEVELOPMENTAL PROGRAMS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THESE 12 INSTRUCTIONAL UNITS, COVERING A WIDE RANGE OF SERVICE OCCUPATIONS FOR A VOCATIONAL EDUCATION PROGRAM IN GRADES 5 AND 6, CONTAIN BEHAVIORAL OBJECTIVES, LEARNING ACTIVITIES, TEACHING PROCEDURES, AND RESOURCE LISTS. STUDENT WORKSHEETS, INFORMATION SHEETS, TRANSPARENCIES, TESTS, AND ANSWER KEYS ARE INCLUDED IN THE RESOURCE MATERIALS. TEACHING TECHNIQUES INCLUDE VOCABULARY DRILLS, ROLE PLAYING, GAMES, CROSSWORD PUZZLES, AND THE USE OF AUDIOVISUAL AIDS. THESE TEACHING UNITS WERE DEVELOPED BY ADMINISTRATORS, CURRICULUM SPECIALISTS, SUPERVISORS, AND OTHER EDUCATORS AT AN INSERVICE WORKSHOP FOR CURRICULUM DEVELOPMENT. (AG)

VT 015 392 ED 063 473
A GUIDE FOR OCCUPATIONAL ORIENTATION--"THE WORLD OF WORK." GRADES 5-7.

TEXAS EDUCATION AGENCY, AUSTIN;PHARR-SAN JUAN-ALAMO INDEPENDENT SCHOOL DISTRICT, TEX.
EDRS PRICE MF-$0.65 HC-$6.58.
CVTE-00005
PUB DATE - 71 189P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; TEACHING GUIDES; RESOURCE GUIDES; *CURRICULUM GUIDES; BIBLIOGRAPHIES; AUDIOVISUAL AIDS; INSTRUCTIONAL AIDS; INTERMEDIATE GRADES; SECONDARY GRADES; OCCUPATIONS; *VOCATIONAL DEVELOPMENT; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; *CAREER PLANNING; OCCUPATIONAL INFORMATION; *CAREER OPPORTUNITIES
IDENTIFIERS - CAREER AWARENESS; SELF AWARENESS

ABSTRACT - PREPARED BY STAFF AND CONSULTANT COORDINATORS OF A PILOT PROJECT FROM THE CONTRIBUTIONS OF 27 ELEMENTARY AND JUNIOR HIGH SCHOOL TEACHERS, THIS CURRICULUM GUIDE IS DESIGNED TO ORIENT STUDENTS IN GRADES 5-7 TO THE WORLD OF WORK BY STIMULATING INTEREST IN PLANNING A CAREER OR VOCATION. THE MATERIALS ARE DIVIDED BY GRADE LEVEL INTO TWO SECTIONS, WITH GRADES 5 AND 6 CONCENTRATING ON CAREER AWARENESS THROUGH THE EXPLORATION OF 26 DIFFERENT OCCUPATIONS AND GRADE 7 CONCENTRATING ON SUCH CAREER DEVELOPMENT TOPICS AS SELF AWARENESS, EDUCATIONAL AWARENESS, EMPLOYMENT-SEEKING SKILLS, AND OTHER TYPES OF OCCUPATIONAL INFORMATION. THE FOLLOWING INSTRUCTIONAL COMPONENTS ARE PROVIDED FOR EACH OCCUPATION AND CAREER DEVELOPMENT TOPIC: (1) GENERAL AND BEHAVIORAL OBJECTIVES, (2) LEARNING EXPERIENCES, WHICH CONSIST OF SUCH ACTIVITIES AS STUDENT SKITS IN WHICH STUDENTS ROLE PLAY WORKERS, INDIVIDUAL ACTIVITIES, AND GROUP DISCUSSIONS STIMULATED BY RESOURCE PERSONS, FILMS, OR OTHER INSTRUCTIONAL AIDS, AND (3) A LISTING OF INSTRUCTIONAL MATERIALS AND RESOURCES. A BIBLIOGRAPHY OF FILMS, FILMSTRIPS, RESOURCE PERSONS, FIELD TRIPS, MAGAZINES, AND BOOKS IS INCLUDED. (SB)

VT 015 393
CHOICE OR CHANCE. CAREER PLANNING AND DEVELOPMENT, GRADES SEVEN, EIGHT AND NINE.

OAKLAND UNIFIED SCHOOL DISTRICT, CALIF.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CGC363
PUB DATE - 68 866P.PAES COLLECTION

DESCRIPTORS - *INNOVATIVE INSTRUCTION; *PROGRAM GUIDES; GRADE 7; GRADE 8; GRADE 9; *CAREER EDUCATION; SEQUENTIAL APPROACH; *INTEGRATED CURRICULUM; BEHAVIORAL OBJECTIVES; AUDIOVISUAL AIDS; OCCUPATIONAL INFORMATION; RESOURCE MATERIALS; *CAREER PLANNING; BIBLIOGRAPHIES; TEACHING TECHNIQUES; DEVELOPMENTAL PROGRAMS; INSTRUCTIONAL MATERIALS; VOCATIONAL DEVELOPMENT
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS

ABSTRACT - DEVELOPED BY TEACHERS, COUNSELORS, AND STUDENTS IN TWO SUMMER CURRICULUM DEVELOPMENT WORKSHOPS, THIS COMPREHENSIVE PROGRAM GUIDE IS DESIGNED FOR AN INTEGRATED DEVELOPMENTAL CURRICULUM IN VOCATIONAL GUIDANCE FOR GRADES 7, 8, AND 9. THE THREE INSTRUCTIONAL UNITS PRESENT LESSON CHARTS WHICH PROVIDE GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, STUDENT AND TEACHER ACTIVITIES, AND RESOURCE LISTS KEYED TO THE CLASS MATERIALS. THE TEACHING GUIDES EXPLORE VOCATIONAL INTERESTS AND APTITUDES AND ATTEMPT TO DEVELOP POSITIVE ATTITUDES TO SCHOOL, WORK, AND SOCIETY. THE GRADE 7 ACTIVITIES COVERING SELF APPRAISAL AND BASIC JOB INFORMATION EXTEND TO A BROADER INVESTIGATION OF GENERAL OCCUPATIONAL CLUSTERS AND SPECIFIC VOCATIONS IN GRADES 8 AND 9. INNOVATIVE FEATURES OF THIS VOCATIONAL EDUCATION PROGRAM INCLUDE AN EXPECTED TOTAL INVOLVEMENT OF SCHOOL STAFF AND COMMUNITY RESOURCES. INSTRUCTIONS FOR PROGRAM PRE-PLANNING SESSIONS, FRAME-BY-FRAME DESCRIPTIONS OF FILMSTRIPS, VOCABULARY LISTS, AND STUDENT READING MATERIAL. APPLYING FOR AND OBTAINING A JOB ARE INTRODUCED BY MEANS OF A WIDE VARIETY OF OCCUPATIONAL TESTS AND SELF-ASSESSMENT WORKSHEETS. THE APPENDIX CONTAINS A SAMPLE UNIT PLAN FOR GRADE 7, INFORMATION FOR USING KUDER PREFERENCE RECORD SCORES, AND INFORMATION ABOUT INDUSTRIAL APPRENTICESHIPS. (AG)

VT 015 397
AIRFRAME AND POWERPLANT MECHANICS POWERPLANT HANDBOOK.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($3.75)
PUB DATE - 71

DESCRIPTORS - *AVIATION MECHANICS; *ENGINES; *TEXTBOOKS; *TECHNICAL EDUCATION; AVIATION TECHNOLOGY; POST SECONDARY EDUCATION; MANUALS; *TRADE AND INDUSTRIAL EDUCATION;

FILMED FROM BEST AVAILABLE COPY

POWER MECHANICS

ABSTRACT - THIS HANDBOOK WILL FAMILIARIZE STUDENT MECHANICS WITH THE CONSTRUCTION, THEORY OF OPERATION, AND MAINTENANCE OF AIRCRAFT POWERPLANTS. IT WILL SERVE EITHER AS A TEXTBOOK FOR A FORMAL COURSE OR AS A GUIDE FOR INDIVIDUAL STUDY. THE HANDBOOK EXPLAINS THE VARIOUS COMPONENTS IN THE SYSTEMS WHICH BRING FUEL, AIR, AND IGNITION TOGETHER IN AN AIRCRAFT ENGINE FOR COMBUSTION. IT ALSO PROVIDES INFORMATION ON: (1) ENGINE CONSTRUCTION, (2) LUBRICATION SYSTEMS, (3) EXHAUST SYSTEMS, (4) COOLING SYSTEMS, (5) CYLINDER REMOVAL AND REPLACEMENT, (6) COMPRESSION CHECKS, AND (7) VALVE ADJUSTMENTS. A RELATED DOCUMENT IS AVAILABLE IN AIM VOL. 5 NO. 2 AS VT 013 467. (BH)

VT 015 398
FALES, JAMES F., AND OTHERS
A PROPOSED INDUSTRIAL TECHNOLOGY CURRICULUM FOR THE ALLEN ACADEMY.

TEXAS A AND M UNIV., COLLEGE STATION. DEPT. OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB72 42P.

DESCRIPTORS - INDUSTRIAL ARTS; *INDUSTRIAL TECHNOLOGY; *CURRICULUM GUIDES; *PROGRAM PLANNING; SECONDARY GRADES; CONSTRUCTION (PROCESS); MANAGEMENT; GRAPHIC ARTS; POWER MECHANICS; *SKILL DEVELOPMENT; *INDUSTRIAL EDUCATION

ABSTRACT - DESIGNED BY A GROUP OF GRADUATE STUDENTS AS PART OF A CLASS ASSIGNMENT, THIS OUTLINE OF AN INDUSTRIAL TECHNOLOGY CURRICULUM WAS DESIGNED FOR A NATIONALLY RECOGNIZED PREPARATORY SCHOOL FOR BOYS. INDUSTRIAL TECHNOLOGY, AS USED HERE, REFERS TO A BROAD CONCEPTUALLY-BASED, COMPREHENSIVE PROGRAM THAT PROVIDES THE STUDENT AN OPPORTUNITY TO LEARN ABOUT HIS MAN-MADE WORLD THROUGH A STUDY OF THE KNOWLEDGE OF MATERIAL GOODS PRODUCTION. SPECIFIC OBJECTIVES ARE TO DEVELOP IN EACH STUDENT: (1) AN INSIGHT AND UNDERSTANDING OF INDUSTRY, (2) TALENTS THEY MAY HAVE IN THE TECHNICAL AND APPLIED SCIENCE FIELDS, (3) TECHNICAL PROBLEM-SOLVING SKILLS, AND (4) A MEASURE OF SKILL IN THE USE OF TOOLS AND MACHINES. CONTENT OUTLINES ARE PROVIDED FOR THE AREAS OF: (1) INDUSTRIAL MATERIALS AND PROCESSES, (2) INDUSTRIAL MANAGEMENT, (3) POWER SYSTEMS, (4) GRAPHIC COMMUNICATIONS, AND (5) PRE-ENGINEERING GRAPHICS. IMPLEMENTATION STRATEGY IS TO PHASE-IN THE FIVE AREAS MENTIONED IN GRADES 10-12 WITH THE POSSIBILITY OF EVENTUALLY DEVELOPING COURSES FOR GRADES 6-9. RECOMMENDATIONS FOR FACILITIES AND EQUIPMENT AND STAFF ARE INCLUDED. (GB)

VT 015 408 ED 062 569
BJORAKER, WALTER T., ED.
A COURSE OF STUDY IN COOPERATION AND COOPERATIVES.

WISCONSIN UNIV., MADISON. DEPT. OF AGRICULTURAL AND EXTENSION EDUCATION.
EDRS PRICE MF-$0.65 HC-$3.29.
INSTRUC-SER-2
PUB DATE - FEB72 65P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; *COOPERATIVES; COLLECTIVE SETTLEMENTS; ORGANIZATION; MARKETING; HUMAN RELATIONS; *ADULT EDUCATION; SECONDARY GRADES; *EXTENSION EDUCATION; AGRICULTURAL EDUCATION; BUSINESS EDUCATION

ABSTRACT - DESIGNED FOR TEACHERS WITH LIMITED TEACHING EXPERIENCE IN COOPERATIVES, THIS COURSE OF STUDY WAS PREPARED BY SEMINAR STUDENTS FOR USE IN HIGH SCHOOL OR ADULT EDUCATION PROGRAMS, AND EMPHASIZES THE PRINCIPLES OF COOPERATION, THE OPERATION AND MANAGEMENT OF COOPERATIVES, AND THE COMMUNICATION REQUIRED FOR THEIR EFFECTIVE FUNCTIONING. UNITS REQUIRING A TOTAL OF 20 HOURS OF INSTRUCTION INCLUDE: (1) INTRODUCTION, (2) TYPES OF BUSINESS ORGANIZATIONS, (3) COOPERATIVE PRINCIPLES AND PRACTICES, (4) ORGANIZATIONAL STRUCTURE, DUTIES, AND RESPONSIBILITIES, (5) LIFE CYCLE OF A COOPERATIVE, (6) THE FINANCIAL STATEMENT, (7) LEGAL ASPECTS OF COOPERATIVES, (8) COOPERATIVE COMMUNICATIONS, (9) COOPERATIVE MANAGEMENT, (10) COOPERATION AND COOPERATIVES IN OUR SOCIETY, (11) HUMAN RELATIONS, (12) MARKETING, (13) SUPPLY COOPERATIVE, (14) CREDIT UNION, AND (15) SERVICE COOPERATIVES. INSTRUCTIONAL OBJECTIVES, LEARNING ACTIVITIES, TEACHING AIDS, AND REFERENCES ACCOMPANY EACH UNIT. ADDITIONAL LEARNING ACTIVITIES, TEACHING AIDES, A GLOSSARY, AND SAMPLE LESSON PLANS ARE APPENDED. (SB)

VT 015 409 ED 062 570
ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM), VOLUME 5, NUMBER 2.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 1900 KENNY ROAD, COLUMBUS, OHIO 43210 (QUARTERLY--ONE YEAR $11.00, TWO YEARS $18.00)
PUB DATE - 72 116P.

DESCRIPTORS - *ABSTRACTS; *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; BUSINESS EDUCATION; AGRICULTURAL EDUCATION; DISTRIBUTIVE EDUCATION; HEALTH OCCUPATIONS EDUCATION; HOME ECONOMICS EDUCATION; INDUSTRIAL ARTS; TRADE AND INDUSTRIAL EDUCATION; *INDEXES (LOCATERS); CLEARINGHOUSES; CAREER EDUCATION

ABSTRACT - THIS QUARTERLY PUBLICATION ANNOUNCES THE AVAILABILITY OF INSTRUCTIONAL MATERIALS ACQUIRED AND PROCESSED BY THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) CLEARINGHOUSE ON VOCATIONAL AND TECHNICAL EDUCATION. IT SHOULD BE OF PARTICULAR INTEREST TO TEACHERS, CURRICULUM SPECIALISTS, SUPERVISORS, AND ADMINISTRATORS INVOLVED IN CURRICULUM DEVELOPMENT OR THE USE OF INSTRUCTIONAL MATERIALS IN THE TEACHING-LEARNING SETTING. EACH ABSTRACT, A CONDENSATION OF THE REPORT IN ABOUT 200 WORDS, USUALLY INCLUDES THE MEANS USED TO DEVELOP THE MATERIAL, THE SETTING FOR USE OF THE MATERIAL, AND SOURCE OF AVAILABLE COPIES. AUTHOR, SUBJECT, AND DOCUMENT NUMBER INDEXES

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PROVIDE ENTRY TO THE ABSTRACTS. MOST OF THE DOCUMENTS WHICH HAVE NOT BEEN ANNOUNCED IN "RESEARCH IN EDUCATION" ARE AVAILABLE AS A SEPARATE MICROFICHE SET FROM THE ERIC DOCUMENT REPRODUCTION SERVICE (VT 015 387). OTHERS ARE AVAILABLE FROM THE SOURCE IDENTIFIED IN THE ABSTRACT. (CD)

VT 015 411
PITT COUNTY MIDDLE GRADES PROJECT, I-III.

PITT COUNTY SCHOOLS, GREENVILLE, N.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000553
PUB DATE - ND 184P.PAES COLLECTION

DESCRIPTORS - GRADE 7; GRADE 8; *CURRICULUM GUIDES; *CAREER EDUCATION; SELF CONCEPT; *OCCUPATIONAL INFORMATION; SERVICE OCCUPATIONS; PROFESSIONAL OCCUPATIONS; EVALUATION TECHNIQUES; TECHNICAL OCCUPATIONS; *INDIVIDUALIZED INSTRUCTION; DROPOUT IDENTIFICATION; EDUCATIONAL OBJECTIVES; TEACHING TECHNIQUES; LEARNING ACTIVITIES; *LEARNING LABORATORIES; AUDIOVISUAL AIDS; RESOURCE MATERIALS; REFERENCE MATERIALS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE; ATTITUDES APPRECIATIONS

ABSTRACT - THIS CURRICULUM GUIDE FOR A CAREER EDUCATION PROGRAM FOR GRADES 7 AND 8 PROVIDES "HANDS-ON" LABORATORY ACTIVITIES BY MEANS OF "MODULES," WHICH CONSIST OF SEVERAL LEARNING STATIONS FOR CLASSROOM GROUPS OF SEVERAL STUDENTS APIECE. DEALING WITH SERVICE, CLERICAL AND SALES, AND PROFESSIONAL AND TECHNICAL OCCUPATIONS, THE UNIT PROVIDES OPPORTUNITIES FOR SELF APPRAISAL, VOCATIONAL EXPLORATION, INDIVIDUALIZED INSTRUCTION, AND DROPOUT IDENTIFICATION, LEADING TOWARDS SUCCESSFUL FUTURE EMPLOYMENT. DEVELOPED, FIELD TESTED, AND EVALUATED BY A PROJECT COMMITTEE OF PITT COUNTY SCHOOLS STAFF, THE GUIDE INCLUDES PROGRAM AND UNIT OBJECTIVES, STUDENT READING MATERIALS, WORKSHEETS, VISUAL AIDS, TESTS, STUDENT DIRECTED EVALUATION SHEETS, AND REFERENCE LISTS. UNIT OUTLINES WITH TIME BLOCKS, VOCABULARY LISTS, AND A CONCLUDING LIST OF AUDIOVISUAL AIDS COMPLETE THE UNIT. TEACHING TECHNIQUES INCLUDE DISCUSSIONS, FIELD TRIPS, ROLE PLAYING, RESEARCH, AND THE USE OF AUDIOVISUAL AIDS. (AG)

VT 015 412
HILL, LOUISE
PITT COUNTY MIDDLE GRADES PROJECT. GUIDANCE.

PITT COUNTY SCHOOLS, GREENVILLE, N.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000553
PUB DATE - ND 118P.PAES COLLECTION

DESCRIPTORS - OCCUPATIONAL CLUSTERS; *SELF CONCEPT; CHECK LISTS; MIDDLE SCHOOLS; VOCATIONAL DEVELOPMENT; SECONDARY GRADES; *OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; SUPPLEMENTARY READING MATERIALS; *GUIDANCE OBJECTIVES; GUIDANCE PROGRAMS; *RESOURCE UNITS; *CAREER PLANNING; PERSONALITY DEVELOPMENT; CAREER EDUCATION
IDENTIFIERS - SELF AWARENESS; CAREER AWARENESS

ABSTRACT - THIS RESOURCE UNIT ON GUIDANCE FOR MIDDLE SCHOOL STUDENTS, DEVELOPED BY A COUNSELOR, WILL PROVIDE COUNSELORS WITH OPPORTUNITIES FOR INCREASING SELF AWARENESS OF STUDENTS IN RELATIONSHIP TO CAREER PLANNING. A WIDE RANGE OF STUDENT DIRECTED CHECK LISTS AND STUDENT READING MATERIALS COVERS SELF APPRAISAL, PERSONALITY DEVELOPMENT, OCCUPATIONAL CLUSTERS, AND THE IMPORTANCE OF HIGH SCHOOL. FOUR UNIT OUTLINES WITH BEHAVIORAL OBJECTIVES ARE PRESENTED, IN ADDITION TO FIVE GENERAL GUIDANCE OBJECTIVES AND RESOURCE LISTS. (AG)

VT 015 413
PITT COUNTY MIDDLE GRADES PROJECT: CONSTRUCTION INDUSTRIES, MANUFACTURING INDUSTRIES AND AGRICULTURAL OCCUPATIONS.

PITT COUNTY SCHOOLS, GREENVILLE, N.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000553
PUB DATE - ND 177P.PAES COLLECTION

DESCRIPTORS - GRADE 7; GRADE 8; STUDENT PROJECTS; CAREER EDUCATION; *VOCATIONAL EDUCATION; *INDUSTRIAL EDUCATION; GENERAL EDUCATION; INTEGRATED CURRICULUM; *CURRICULUM GUIDES; CONSTRUCTION INDUSTRY; NATURAL RESOURCES; MANUFACTURING; ASSEMBLY (MANUFACTURING); ACTIVITY UNITS; AGRICULTURAL OCCUPATIONS; BEHAVIORAL OBJECTIVES; PROGRAM CONTENT; INDIVIDUALIZED CURRICULUM; DROPOUT IDENTIFICATION; OCCUPATIONAL INFORMATION; SELF CONCEPT
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR VOCATIONAL STUDENTS IN GRADES 7 AND 8 PROVIDES "HANDS-ON" LABORATORY ACTIVITIES RELATED TO CONSTRUCTION, MANUFACTURING, AND AGRICULTURAL OCCUPATIONS. DEVELOPED, FIELD TESTED, AND EVALUATED IN 1970 AND 1971 BY THE STAFF OF THE PITT COUNTY MIDDLE GRADES PROJECT, THE GUIDE REPRESENTS HALF OF THE LABORATORY COMPONENT IN A COMPREHENSIVE OCCUPATIONAL AWARENESS PROGRAM. A MULTIPLE ACTIVITY PROGRAM ALLOWS SEVERAL ROTATING GROUPS OF THREE OR FOUR STUDENTS APIECE A SPECIFIC AMOUNT OF TIME TO SPEND IN SEVERAL LEARNING ACTIVITY MODULES. PROVIDING AN INDIVIDUALIZED APPROACH INTEGRATING VOCATIONAL EDUCATION INTO A TOTAL EDUCATIONAL FRAMEWORK, THE STUDENT PROJECTS CONSTITUTE A BROAD BACKGROUND OF GENERAL INDUSTRIAL EXPERIENCES. RELEVANCE TO STUDENT NEEDS IS EMPHASIZED BY PROVIDING OPPORTUNITIES FOR SELF APPRAISAL, VOCATIONAL EXPERIENCES, AND EMPLOYMENT INFORMATION FOR PITT COUNTY. IDENTIFYING AND AIDING THE POTENTIAL DROP-OUT AND RELATING STUDENT PROJECTS TO FUTURE OCCUPATIONAL CHOICES ARE TWO IMPORTANT GOALS OF THE VOCATIONAL PROGRAM. A WIDE RANGE OF STUDENT HAND-OUTS INCLUDE DIAGRAMS, TERM DEFINITIONS, REQUIRED MATERIALS LISTS, AND PROJECT PROCEDURES. PROJECT-RELATED OCCUPATIONS AND SUGGESTED AUDIOVISUAL AIDS ARE LISTED IN THE SEPARATE MODULE OVERVIEWS, WHICH ARE GROUPED ACCORDING TO GRADE LEVEL. (AG)

VT 015 421
OVT EXPLORATORY PROGRAM. PHASE I, II, AND III. GRADES 6-8. COURSE OF STUDY.

PITTSBURGH PUBLIC SCHOOLS, PA. DIV. OF

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OCCUPATIONAL, VOCATIONAL, AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00442
PUB DATE - JUL71 641P.PAES COLLECTION

DESCRIPTORS - *VOCATIONAL EDUCATION; CAREER EDUCATION; INDUSTRIAL ARTS; HOME ECONOMICS; BUSINESS; *CURRICULUM GUIDES; *TEAM TEACHING; *STUDENT CENTERED CURRICULUM; ACTIVITY LEARNING; BEHAVIORAL OBJECTIVES; EVALUATION TECHNIQUES; BIBLIOGRAPHIES; OCCUPATIONAL INFORMATION; *SIMULATION; GRADE 6; GRADE 7; GRADE 8
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THESE UNEDITED WORKING COPIES FOR TEAM TEACHING VOCATIONAL PREPARATION CURRICULUMS IN GRADES 6,7, AND 8 FOCUS ON HUMAN RELATIONS AND PERSONAL DEVELOPMENT, PRODUCTION, COMMUNICATIONS, AND CONSUMER EDUCATION IN BUSINESS, HOME ECONOMICS, AND INDUSTRIAL ARTS. GENERALIZATIONS, GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, AND EVALUATION TECHNIQUES ARE PROVIDED FOR THE STUDENT-CENTERED LEARNING ACTIVITIES, WITH SUBJECT CORRELATIONS IN EACH UNIT. THE GRADE 6 CURRICULUM INCLUDES SAMPLE PLANS FOR ORGANIZATION OF A STUDENT COMPANY, EXTENDING THE IDEA TO DETAILED PLANS FOR COMPANIES WITH A 12-WEEK ROTATING SCHEDULE, THE GRADE 7 UNIT STRESSING CAREER EXPLORATION GIVES THE PROGRAM SCOPE AND SAMPLE COMPANY MATERIALS. BIBLIOGRAPHIES ARE INCLUDED FOR GRADES 7 AND 8. IN GRADE 8, THE STUDENTS WILL SELECT A WORK CONTRACT WITH PAY IN ORDER TO PRODUCE GOODS FOR RETAILING. VOCATIONAL INFORMATION WILL BE PROVIDED IN CONJUNCTION WITH THE SIMULATED WORK EXPERIENCES. THE GUIDES WERE WRITTEN BY A COMMITTEE OF THREE TEACHERS. (AG)

VT 015 422 ED 062 571
AGRICULTURAL EDUCATION--INSTRUCTIONAL MATERIALS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$16.45.
BIB-SER-8 BR-7-0158
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
PUB DATE - 72 451P.COMPILATION OF ABSTRACTS FROM ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION, 1967-1971

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *ABSTRACTS; *RESOURCE GUIDES; *AGRICULTURAL EDUCATION; AGRICULTURAL OCCUPATIONS; VOCATIONAL AGRICULTURE; SECONDARY GRADES; POST SECONDARY EDUCATION; ADULT EDUCATION; CAREER EDUCATION; *INDEXES (LOCATERS)

ABSTRACT - THIS COMPILATION PRESENTS OVER 950 RESUMES OF INSTRUCTIONAL MATERIALS IN AGRICULTURAL EDUCATION, WHICH HAVE APPEARED QUARTERLY IN "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM), FALL 1967 THROUGH FALL 1971. RESUMES COVER A BROAD RANGE OF FIELDS AND OCCUPATIONS, SUCH AS AGRIBUSINESS, AGRONOMY, ANIMAL AND PLANT SCIENCES, FARM MECHANICS, FLORICULTURE, AND OFF-FARM AGRICULTURAL OCCUPATIONS. THE RESUMES ARE ARRANGED IN ASCENDING ORDER ACCORDING TO AN ACCESSION NUMBER AND INCLUDE THE FOLLOWING INFORMATION: (1) AUTHOR(S), (2) TITLE, (3) INSTITUTIONAL SOURCE, (4) SPONSORING AGENCY, (5) GRANT, CONTRACT, AND PROGRAM AREA NUMBERS, (6) REPORT AND BUREAU NUMBERS, (7) SOURCES OF AVAILABILITY, (8) DESCRIPTORS AND IDENTIFIERS WHICH CHARACTERIZE THE CONTENTS OF THE DOCUMENT, AND (9) AN ABSTRACT OF THE DOCUMENT. AUTHOR, SUBJECT, AND CONVERSION OF DOCUMENT NUMBER INDEXES ARE INCLUDED TO HELP LOCATE THE ABSTRACTS BY PAGE NUMBER AND ACCESSION NUMBER. THE FULL TEXTS OF DOCUMENTS ARE AVAILABLE FROM THE ORIGINAL SOURCES OR FROM ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) AS MICROFICHE OR XEROX REPRODUCTIONS. A SAMPLE RESUME AND ORDERING INFORMATION FOR AIM AND EDRS REPRODUCTION ARE PROVIDED IN AN INTRODUCTORY SECTION. (SB)

VT 015 423 ED 062 572
TRADE AND INDUSTRIAL EDUCATION--INSTRUCTIONAL MATERIALS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$19.73.
BIB-SER-14 BR-7-0158
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
PUB DATE - 72 546P.COMPILATION OF ABSTRACTS FROM ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION, 1967-1971.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ABSTRACTS; *RESOURCE GUIDES; *INSTRUCTIONAL MATERIALS; CAREER EDUCATION; SECONDARY GRADES; POST SECONDARY EDUCATION; ADULT EDUCATION *INDEXES (LOCATERS)

ABSTRACT - THIS COMPILATION PRESENTS OVER 1,150 RESUMES OF INSTRUCTIONAL MATERIALS IN TRADE AND INDUSTRIAL EDUCATION, WHICH HAVE APPEARED QUARTERLY IN "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM), FALL 1967 THROUGH FALL 1971. RESUMES COVER A BROAD RANGE OF FIELDS AND OCCUPATIONS, SUCH AS APPRENTICESHIPS, BUILDING DESIGN AND TRADES, COOKS, COSMETOLOGY, INDUSTRIAL TECHNOLOGY, AND METAL WORKING. THE RESUMES ARE ARRANGED IN ASCENDING ORDER ACCORDING TO AN ACCESSION NUMBER AND INCLUDE THE FOLLOWING INFORMATION: (1) AUTHOR(S), (2) TITLE, (3) INSTITUTIONAL SOURCE, (4) SPONSORING AGENCY, (5) GRANT, CONTRACT, AND PROGRAM AREA NUMBERS, (6) REPORT AND BUREAU NUMBERS, (7) SOURCES OF AVAILABILITY, (8) DESCRIPTORS AND IDENTIFIERS WHICH CHARACTERIZE THE CONTENTS OF THE DOCUMENT, AND (9) AN ABSTRACT OF THE DOCUMENT. AUTHOR, SUBJECT, AND CONVERSION OF DOCUMENT NUMBER INDEXES ARE INCLUDED TO HELP LOCATE THE ABSTRACTS BY PAGE NUMBER AND ACCESSION NUMBER. THE FULL TEXTS OF DOCUMENTS ARE AVAILABLE FROM THE ORIGINAL SOURCES OR FROM ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) AS MICROFICHE OR XEROX REPRODUCTIONS. A SAMPLE RESUME AND ORDERING INFORMATION FOR AIM AND EDRS REPRODUCTION ARE PROVIDED IN AN

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INTRODUCTORY SECTION. (SH)

VT 015 424 ED 062 573
HOYT, KENNETH B., AND OTHERS
CAREER EDUCATION. WHAT IT IS AND HOW TO DO IT.

OLYMPUS PUBLISHING CO., SALT LAKE CITY, UTAH.
DOCUMENT NOT AVAILABLE FROM EDRS.
OLYMPUS PUBLISHING COMPANY, 955 EAST 9TH SOUTH, SALT LAKE CITY, UTAH 84102 ($4.00)
PUB DATE - 72 220P.

DESCRIPTORS - *CAREER EDUCATION; *PROGRAM PLANNING; RESOURCE GUIDES; *PROGRAM DEVELOPMENT; *PROGRAM GUIDES; BIBLIOGRAPHIES; ELEMENTARY GRADES; SECONDARY GRADES; POST SECONDARY EDUCATION; ADULT EDUCATION; EDUCATIONAL PHILOSOPHY
IDENTIFIERS - *PROGRAM IMPLEMENTATION

ABSTRACT - THIS MONOGRAPH WAS BEGUN IN THE PROCESS OF PREPARING "CAREER EDUCATION: A HANDBOOK FOR IMPLEMENTATION" (AVAILABLE AS VT 015 221 IN THIS ISSUE) TO ACCOMPANY A FILM AND SLIDE-TAPE PRESENTATION AS THE BASIS FOR A NATIONAL SERIES OF U.S. OFFICE OF EDUCATION-SPONSORED CONFERENCES TO INTRODUCE THE CAREER EDUCATION CONCEPT TO LAY AUDIENCES. HOWEVER, DUE TO ITS LENGTH AND BECAUSE THE INFORMATION WAS OF VALUE TO A LARGER AUDIENCE, IT HAS BEEN PUBLISHED AS A SEPARATE MONOGRAPH. PREPARED BY LEADERS IN THE EDUCATIONAL FIELD, THE INFORMATION IS DESIGNED TO PROVIDE ANSWERS TO QUESTIONS CONCERNING: (1) THE NATURE OF CAREER EDUCATION, INCLUDING THE PHILOSOPHY BEHIND IT AND MAJOR CONCEPTS, COMPONENTS, PHASES, AND ISSUES ASSOCIATED WITH IT, (2) THE NEED FOR CAREER EDUCATION, INCLUDING THE RELATIONSHIP BETWEEN SOCIAL UNREST AND LACK OF EMPHASIS ON CAREER EDUCATION AND THE ACHIEVEMENTS AND DEFICIENCIES IN AMERICAN EDUCATION, (3) HOW CAREER EDUCATION DEVELOPED AND IS BEING IMPLEMENTED IN PRACTICE, (4) APPROPRIATE STRATEGIES OF IMPLEMENTATION FOR A SCHOOL SYSTEM INTERESTED IN CAREER EDUCATION, AND (5) THE POTENTIAL CONTRIBUTION OF CAREER EDUCATION, INCLUDING BASIC CHANGES THAT WILL BE NECESSARY AT ALL EDUCATIONAL LEVELS. A SELECTED BIBLIOGRAPHY ON CAREER EDUCATION IS INCLUDED. (SB)

VT 015 431
THE WORK ORIENTED CURRICULUM, PHASE I-GRADE 9, PHASE II-GRADE 10, PHASE III-GRADE 11, PHASE IV-GRADE 12, AND GRADES 9-12.

MONTGOMERY COUNTY PUBLIC SCHOOLS, ROCKVILLE, MD.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000559ABCDE
PUB DATE - ND 764P.PAES COLLECTION

DESCRIPTORS - *VOCATIONAL EDUCATION; JOB SKILLS; *INTEGRATED CURRICULUM; *UNDERACHIEVERS; *PROGRAM GUIDES; *SECONDARY GRADES; VOCATIONAL INTERESTS; TEACHING PROCEDURES; BEHAVIORAL OBJECTIVES; EVALUATION TECHNIQUES; LEARNING ACTIVITIES; WORKSHEETS; RESOURCE MATERIALS; PROGRAM DESCRIPTIONS; AUDIOVISUAL AIDS; SELF CONCEPT; CAREER PLANNING; SKILL DEVELOPMENT
IDENTIFIERS - SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS PROGRAM GUIDE FOR AN INTEGRATED CURRICULUM IN VOCATIONAL EDUCATION FOR UNDERACHIEVERS IN GRADES 9 THROUGH 12 EMPHASIZES: (1) THE STUDENT AS EMPLOYEE IN GRADE 9, (2) THE EMPLOYEE AS RELATED TO BUSINESS AND INDUSTRY IN GRADE 10, (3) SKILL DEVELOPMENT IN TWO VOCATIONAL INTEREST AREAS IN GRADE 11, AND (4) WORK IN ONE'S LIFE PATTERN IN GRADE 12. THE CURRICULUM GUIDE FOR GRADE 9, INTENDED AS A BASIS FOR DEVELOPMENT OF OTHER UNITS, PROVIDES GENERALIZATIONS, BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, LEARNING ACTIVITIES, RESOURCE LISTS, AND QUESTIONS FOR STUDENT EVALUATION. THE GRADE 10 CURRICULUM UNIT GIVES A WIDE VARIETY OF INSTRUCTIONAL MATERIALS AND STUDENT WORKSHEETS, WHILE THE GRADE 11 GUIDE INCLUDES TEACHER-DIRECTED EVALUATION QUESTIONNAIRES FOR EACH SUBTOPIC AND STUDENT RESOURCE MATERIALS IN LANGUAGE ARTS. TEACHING TECHNIQUES FOR GRADE 11 INVOLVE THE USE OF AUDIOVISUAL AIDS, TEACHING SUGGESTIONS, AND STUDENT WORKSHEETS. THE SEVEN CAREER PREPARATION TOPICS FOR GRADE 12 RANGE FROM IMPROVEMENT OF JOB SKILLS TO HEALTH AND SAFETY AT HOME AND ON THE JOB. A SEPARATE INTRODUCTORY UNIT PRESENTS INFORMATION ON THE BACKGROUND AND IMPLEMENTATION OF THE WORK ORIENTED CURRICULUM PROGRAM, DEVELOPED BY SUMMER WORKSHOPS AND CURRICULUM COMMITTEES OF VOCATIONAL EDUCATORS. (AG)

VT 015 432
JORDAN, MABEL, COMP.
ARKANSAS GENERAL COOPERATIVE EDUCATION COURSE OF STUDY--FIRST YEAR, UNITS I-IV.

ARKANSAS UNIV., FAYETTEVILLE. DEPT. OF VOCATIONAL EDUCATION.
ARKANSAS STATE DEPT. OF EDUCATION, LITTLE ROCK. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC383
PUB DATE - ND 615P.PAES COLLECTION

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *COOPERATIVE EDUCATION; WORK EXPERIENCE PROGRAMS; SECONDARY GRADES; *SCHOOL INDUSTRY RELATIONSHIP; *COMMUNICATION (THOUGHT TRANSFER); COMMUNICATION SKILLS; MATHEMATICS; *BUSINESS EDUCATION; LESSON PLANS; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; TRANSPARENCIES
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS GUIDE CONSISTS OF FOUR MANUALS WHICH PROVIDE HIGH SCHOOL TEACHER-COORDINATORS WITH INFORMATION, TEACHING AIDS, AND SUGGESTED TECHNIQUES DESIGNED TO AID IN PRESENTING A BEGINNING 1-YEAR COURSE IN GENERAL COOPERATIVE EDUCATION. THE MANUALS WERE ADAPTED UNDER THE DIRECTION OF STAFF AT THE UNIVERSITY OF ARKANSAS FROM MANUALS PRODUCED ORGINALLY BY THE UNIVERSITY OF TEXAS DISTRIBUTIVE EDUCATION DEPARTMENT. TEACHER OBJECTIVES, STUDENT PERFORMANCE OBJECTIVES, GENERAL TEACHING SUGGESTIONS, AND DETAILED TEACHING OUTLINES ARE INCLUDED FOR UNITS ON SCHOOL AND BUSINESS RELATIONSHIP (WITH FOUR SUB-UNITS), COMMUNICATIONS (FIVE SUB-UNITS), BASIC MATH, AND ORGANIZATION OF BUSINESS AND

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INDUSTRY (NINE SUB-UNITS). THE GUIDE PROVIDES VARIOUS SAMPLE CHARTS, FORMS, RECORDS, AND RATING SHEETS, SEVERAL SKITS ILLUSTRATING SALES TECHNIQUES, AND NUMEROUS TRANSPARENCY MASTERS. (AW)

VT 015 433
CAREER ORIENTATION 7-8.

TOLEDO PUBLIC SCHOOLS, OHIO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00C24
PUB DATE - NO 60P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; GRADE 7; GRADE 8; *INTEGRATED CURRICULUM; PROGRAM DESCRIPTIONS; *CURRICULUM GUIDES; FINE ARTS; TEACHING GUIDES; HUMANITIES; INDUSTRIAL ARTS; PHYSICAL EDUCATION; RESOURCE MATERIALS; TEACHING PROCEDURES; BEHAVIORAL OBJECTIVES; *OCCUPATIONAL CLUSTERS; TEACHING TECHNIQUES; *OCCUPATIONAL GUIDANCE; EVALUATION TECHNIQUES; INSERVICE EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS INTEGRATED CAREER ORIENTATION GUIDE FOR GRADES 7 AND 8 PROVIDES DETAILED INSTRUCTIONS FOR STRUCTURING A CAREER EDUCATION PROGRAM. UNIT OUTLINES BROKEN DOWN INTO SPECIFIC SUBJECT AREAS WITHIN EACH OCCUPATIONAL CLUSTER, AND A RESOURCE LIST COMPILED FROM COORDINATORS' RECOMMENDATIONS. DEVELOPED BY INSTRUCTORS AND COORDINATORS, THE UNIT INCLUDES A RATIONALE, PROGRAM OBJECTIVES, DESCRIPTIONS OF TEACHERS' AND COORDINATORS' RESPONSIBILITIES, AND SUGGESTIONS FOR ARRANGING FIELD TRIPS, RESOURCE SPEAKERS, AND "HANDS-ON" EXPERIENCES. EVALUATION PROCEDURES AND IN-SERVICE EDUCATION ARE ALSO DISCUSSED. SUBJECT FIELDS FOR THE UNITS INCLUDE THE FINE ARTS, THE HUMANITIES, PHYSICAL EDUCATION, AND INDUSTRIAL ARTS. EACH INSTRUCTIONAL AREA CONTAINS A RATIONALE, BEHAVIORAL OBJECTIVES, AND TEACHING PROCEDURES. DISCUSSION AND LISTING OF OCCUPATIONAL INFORMATION ARE THE TWO MAJOR TEACHING TECHNIQUES USED IN THE UNIT. (AG)

VT 015 441 ED 062 575
HEALTH OCCUPATIONS EDUCATION--INSTRUCTIONAL MATERIALS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
BIB-SER-11 BR-7-0158
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
PUB DATE - 72 100P.COMPILATION OF ABSTRACTS FROM ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION, 1967-71

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *RESOURCE GUIDES; *ABSTRACTS; *INSTRUCTIONAL MATERIALS; *INDEXES (LOCATERS); SECONDARY GRADES; POST SECONDARY EDUCATION; ADULT EDUCATION; CAREER EDUCATION; PARAMEDICAL OCCUPATIONS; HEALTH PERSONNEL

ABSTRACT - THIS COMPILATION PRESENTS OVER 150 RESUMES OF INSTRUCTIONAL MATERIALS IN HEALTH OCCUPATIONS EDUCATION WHICH HAVE APPEARED QUARTERLY IN "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM), FALL 1967 THROUGH FALL 1971. RESUMES COVER A BROAD RANGE OF FIELDS AND OCCUPATIONS, SUCH AS DENTISTRY, DIETETICS, NURSING, PARAMEDICAL OCCUPATIONS, HEALTH PERSONNEL, AND PHARMACY. THE RESUMES ARE ARRANGED IN ASCENDING ORDER ACCORDING TO AN ACCESSION NUMBER AND INCLUDE THE FOLLOWING INFORMATION: (1) AUTHOR(S), (2) TITLE, (3) INSTITUTIONAL SOURCE, (4) SPONSORING AGENCY, (5) GRANT, CONTRACT, AND PROGRAM AREA NUMBERS, (6) REPORT AND BUREAU NUMBERS, (7) AVAILABLE SOURCES, (8) DESCRIPTORS AND IDENTIFIERS WHICH CHARACTERIZE THE CONTENTS OF THE DOCUMENT, AND (9) AN ABSTRACT OF THE DOCUMENT. AUTHOR, SUBJECT, AND CONVERSION OF DOCUMENT NUMBER INDEXES ARE INCLUDED TO HELP LOCATE THE ABSTRACTS BY PAGE NUMBER AND ACCESSION NUMBER. THE FULL TEXTS OF DOCUMENTS ARE AVAILABLE FROM THE ORIGINAL SOURCES OR FROM ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) AS MICROFICHE OR XEROX REPRODUCTIONS. A SAMPLE RESUME AND ORDERING INFORMATION FOR AIM AND EDRS REPRODUCTION ARE PROVIDED IN AN INTRODUCTORY SECTION. (SB)

VT 015 442 ED 062 576
DISTRIBUTIVE EDUCATION--INSTRUCTIONAL MATERIALS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
BIB-SER-10 BR-7-0158
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
PUB DATE - 72 150P.COMPILATION OF ABSTRACTS FROM ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION, 1967-71

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *ABSTRACTS; *INSTRUCTIONAL MATERIALS; *INDEXES (LOCATERS); *RESOURCE GUIDES; SECONDARY GRADES; POST SECONDARY EDUCATION; ADULT EDUCATION; CAREER EDUCATION

ABSTRACT - THIS COMPILATION PRESENTS OVER 250 RESUMES OF INSTRUCTIONAL MATERIALS IN DISTRIBUTIVE EDUCATION, WHICH HAVE APPEARED QUARTERLY IN "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM), FALL 1967 THROUGH FALL 1971. RESUMES COVER A BROAD RANGE OF FIELDS AND OCCUPATIONS, SUCH AS COMMERCIAL ART, COOPERATIVE EDUCATION, CREDIT, EXHIBITS, MARKETING AND SALESMANSHIP. THE RESUMES ARE ARRANGED IN ASCENDING ORDER ACCORDING TO AN ACCESSION NUMBER AND INCLUDE THE FOLLOWING INFORMATION: (1) AUTHOR(S), (2) TITLE, (3) INSTITUTIONAL SOURCE, (4) SPONSORING AGENCY, (5) GRANT, CONTRACT, AND PROGRAM AREA NUMBERS, (6) REPORT AND BUREAU NUMBERS, (7) AVAILABLE SOURCES, (8) DESCRIPTORS AND IDENTIFIERS WHICH CHARACTERIZE THE CONTENTS OF THE DOCUMENT, AND (9) AN ABSTRACT OF THE DOCUMENT. AUTHOR, SUBJECT, AND CONVERSION OF DOCUMENT NUMBER INDEXES ARE INCLUDED TO HELP LOCATE THE ABSTRACTS BY PAGE NUMBER AND ACCESSION NUMBER. THE FULL TEXTS OF DOCUMENTS ARE AVAILABLE FROM THE ORIGINAL SOURCES OR

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FROM ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) AS MICROFICHE OR XEROX REPRODUCTIONS. A SAMPLE RESUME AND ORDERING INFORMATION FOR AIM AND EDRS REPRODUCTION ARE PROVIDED IN AN INTRODUCTORY SECTION. (SS)

VT 015 445 ED 052 577
INDUSTRIAL ARTS EDUCATION--INSTRUCTIONAL MATERIALS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
BIB-SER-13 OR-7-158
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
PUB DATE - 72 138P.COMPILATION OF ABSTRACTS FROM ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION, 1967-71

DESCRIPTORS - *INDUSTRIAL ARTS; *ABSTRACTS; *INSTRUCTIONAL MATERIALS; *RESOURCE GUIDES; *INDEXES (LOCATORS); SECONDARY GRADES; POST SECONDARY EDUCATION; ADULT EDUCATION; CAREER EDUCATION

ABSTRACT - THIS COMPILATION PRESENTS OVER 200 RESUMES OF INSTRUCTIONAL MATERIALS IN INDUSTRIAL ARTS WHICH HAVE APPEARED QUARTERLY IN "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM), FALL 1967 THROUGH FALL 1971. RESUMES COVER A BROAD RANGE OF FIELDS AND OCCUPATIONS, SUCH AS CABINETMAKING, CONSTRUCTION, DRAFTING, ELECTRONICS, GRAPHIC ARTS, POWER MECHANICS, AND WOODWORKING. THE RESUMES ARE ARRANGED IN ASCENDING ORDER ACCORDING TO AN ACCESSION NUMBER AND INCLUDE THE FOLLOWING INFORMATION: (1) AUTHOR(S), (2) TITLE, (3) INSTITUTIONAL SOURCE, (4) SPONSORING AGENCY, (5) GRANT, CONTRACT, AND PROGRAM AREA NUMBERS, (6) REPORT AND BUREAU NUMBERS, (7) AVAILABLE SOURCES, (8) DESCRIPTORS AND IDENTIFIERS WHICH CHARACTERIZE THE CONTENTS OF THE DOCUMENT, AND (9) AN ABSTRACT OF THE DOCUMENT. AUTHOR, SUBJECT, AND CONVERSION OF DOCUMENT NUMBER INDEXES ARE INCLUDED TO HELP LOCATE THE ABSTRACTS BY PAGE NUMBER AND ACCESSION NUMBER. THE FULL TEXTS OF DOCUMENTS ARE AVAILABLE FROM THE ORIGINAL SOURCES OR FROM ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) AS MICROFICHE OR XEROX REPRODUCTIONS. A SAMPLE RESUME AND ORDERING INFORMATION FOR AIM AND EDRS REPRODUCTION ARE PROVIDED IN AN INTRODUCTORY SECTION. (SB)

VT 015 446 ED 063 478
LEARNING LABORATORIES FOR UNEMPLOYED, OUT-OF-SCHOOL YOUTH--COMMUNICATION SKILLS.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 72 63P.

DESCRIPTORS - *CAREER EDUCATION; *OUT OF SCHOOL YOUTH; ADULT EDUCATION; *RESOURCE GUIDES; AUDIOVISUAL AIDS; *COMMUNICATION SKILLS; LEARNING LABORATORIES; LANGUAGE ARTS; *LEARNING ACTIVITIES; DISADVANTAGED YOUTH; WORKSHEETS; UNEMPLOYED; TEACHING PROCEDURES; EVALUATION TECHNIQUES; STUDENT EVALUATION
IDENTIFIERS - *EMPLOYMENT SKILLS

ABSTRACT - PREPARED BY AN ENGLISH INSTRUCTOR AND A READING SUPERVISOR FROM IDEAS SUGGESTED BY AN ADVISORY COMMITTEE OF TEACHERS, THIS COMPILATION OF LEARNING ACTIVITIES IS DESIGNED FOR USE BY LANGUAGE ARTS TEACHERS TO SUPPLEMENT THE CURRICULUM RESOURCE HANDBOOK, "LEARNING LABORATORIES FOR UNEMPLOYED, OUT-OF-SCHOOL YOUTH" (ED 047 273). THE 19 ACTIVITIES, WHICH ARE INTENDED TO ORIENT THE DISADVANTAGED STUDENT TO THE WORLD OF WORK, EMPHASIZE SUCH TOPICS AS NONVERBAL COMMUNICATION, WRITING SKILLS, SPEECH PATTERNS, AND COMPLETING JOB APPLICATION FORMS. EACH ACTIVITY CONTAINS THESE COMPONENTS: (1) REFERENCE TO THE COMMUNICATION SKILLS SECTION OF THE CURRICULUM RESOURCE HANDBOOK, (2) OBJECTIVE, (3) TEACHING PROCEDURE, (4) EVALUATION SUGGESTIONS, AND (5) STUDENT WORKSHEETS WHICH MAY BE DUPLICATED AND/OR USED FOR TRANSPARENCIES. AN INTRODUCTORY SECTION PROVIDES FURTHER SUGGESTIONS FOR THE TEACHER, INCLUDING THE RECOMMENDATION THAT LEARNING ACTIVITIES BE ORGANIZED IN SHORT, ACHIEVABLE UNITS WHICH CAN BE GRADUALLY INCREASED WHEN THE STUDENTS' ATTENTION SPAN, INTEREST, AND WORK HABITS IMPROVE. A RELATED PUBLICATION IS AVAILABLE AS VT 015 447 IN THIS ISSUE. (SB)

VT 015 447 ED 063 479
LEARNING LABORATORIES FOR UNEMPLOYED, OUT-OF-SCHOOL YOUTH--COMPUTATION SKILLS (WITH EXTENSIVE CONSUMER APPLICATIONS).

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 72 81P.

DESCRIPTORS - *CAREER EDUCATION; *OUT OF SCHOOL YOUTH; ADULT EDUCATION; *RESOURCE GUIDES; AUDIOVISUAL AIDS; *MATHEMATICS; LEARNING LABORATORIES; *LEARNING ACTIVITIES; DISADVANTAGED YOUTH; UNEMPLOYED; WORKSHEETS; TEACHING PROCEDURES; EVALUATION TECHNIQUES; STUDENT EVALUATION
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - PREPARED BY SECONDARY TEACHERS FROM IDEAS SUGGESTED BY AN ADVISORY COMMITTEE OF TEACHERS, THIS COMPILATION OF LEARNING ACTIVITIES IS DESIGNED FOR USE BY MATHEMATICS INSTRUCTORS TO SUPPLEMENT THE CURRICULUM RESOURCE HANDBOOK, "LEARNING LABORATORIES FOR UNEMPLOYED, OUT-OF SCHOOL YOUTH." THE 34 ACTIVITIES, WHICH ARE INTENDED TO ORIENT THE DISADVANTAGED STUDENT TO THE WORLD OF WORK, EMPHASIZE SUCH TOPICS AS BASIC MATHEMATICAL COMBINATIONS, MULTIPLICATION, DIVISION, BUDGETING, BANKING TERMS, USING A CHECKING ACCOUNT, AND CREDIT. EACH ACTIVITY CONTAINS THESE COMPONENTS: (1) REFERENCE TO THE COMPUTATION SKILLS SECTION OF THE CURRICULUM RESOURCE HANDBOOK, (2) OBJECTIVE, (3) TEACHING PROCEDURE, (4) EVALUATION SUGGESTIONS, AND (5) STUDENT WORKSHEETS WHICH MAY BE DUPLICATED AND/OR USED FOR TRANSPARENCIES. AN INTRODUCTORY SECTION PROVIDES FURTHER SUGGESTIONS TO THE TEACHER, INCLUDING THE RECOMMENDATION THAT LEARNING ACTIVITIES BE ORGANIZED IN SHORT, ACHIEVABLE

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UNITS WHICH CAN BE GRADUALLY INCREASED WHEN THE STUDENTS' ATTENTION SPAN, INTEREST, AND WORK HABITS IMPROVE. A RELATED PUBLICATION IS AVAILABLE AS VT 015 446 IN THIS ISSUE. (SB)

VT 015 451
SOCIAL STUDIES, GRADE ONE. UNIT II: FAMILY LIVING AT HOME.

MINNEAPOLIS PUBLIC SCHOOLS, MINN.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000217A-2
PUB DATE - 71 214P.PAES COLLECTION

DESCRIPTORS - INTEGRATED CURRICULUM; LEARNING ACTIVITIES; BULLETIN BOARDS; AUDIOVISUAL AIDS; GRADE 1; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES; *FAMILY (SOCIOLOGICAL UNIT); FAMILY LIFE EDUCATION; *SOCIAL STUDIES UNITS; *CAREER EDUCATION; TEACHING TECHNIQUES; SERVICES; INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; COGNITIVE DEVELOPMENT
IDENTIFIERS - DECISIONS; EDUCATIONAL AWARENESS

ABSTRACT - THIS SOCIAL STUDIES CURRICULUM GUIDE FOR A GRADE 1 TEACHING UNIT PROVIDES TEACHING INSTRUCTIONS FOR A VARIETY OF LEARNING EXPERIENCES FOCUSING ON THE DIFFERING ROLES AND FUNCTIONS OF FAMILIES. DRAWING UPON THEIR OWN EXPERIENCES, THE STUDENTS EXPLORE CONSUMER NEEDS AND THE IMPORTANCE OF INCOME IN FAMILY LIVING. THE RELATIONSHIP OF THE FAMILY TO OTHER INTEREST GROUPS IS EMPHASIZED. PROBLEM SOLVING THROUGH ROLE PLAYING ENABLES STUDENTS TO UNDERSTAND VARYING POINTS OF VIEW. MULTI-ETHNIC RESOURCE MATERIALS EXTEND THE STUDENT DATA TO ALLOW FORMATION OF GENERALIZATIONS ABOUT SIMILAR AND DISSIMILAR FAMILIES. A "MODEL OF INQUIRY" FORMAT USES INDUCTIVE DEVELOPMENTAL APPROACHES TO DERIVE CONCEPTS AND PRODUCE INTERDISCIPLINARY THEMATIC STATEMENTS FROM FOUR MAJOR UNIT IDEAS. A WIDE RANGE OF INSTRUCTIONAL MATERIALS SUCH AS FILMS, BOOKS, PUZZLES, AND FLANNELBOARDS DEVELOP COGNITIVE SKILLS AND POSITIVE ATTITUDES. QUESTIONING AND DISCUSSION TECHNIQUES, INTERVIEWING, LISTING, AND CREATIVE ACTIVITIES SPECIFICALLY INTRODUCE, DEVELOP, EXTEND, AND CONCLUDE EACH UNIT IDEA. THE CURRICULUM CONTAINS A DETAILED STEP-BY-STEP RATIONALE, SPECIFIC OBJECTIVES FOR EACH MAIN IDEA, AND AN APPENDIX THAT INCLUDES UNFINISHED STORIES FOR CLASSROOM DISCUSSION, GIFT IDEAS FOR MOTHER'S DAY, AND SOURCES OF INFORMATION ABOUT JEWISH HOLIDAYS. THIS UNIT IS USED IN CONJUNCTION WITH UNITS AVAILABLE AS VT 015 358, AND VT 015 452 IN THIS ISSUE. (AG)

VT 015 452
SOCIAL STUDIES, GRADE TWO. UNIT I: WHERE WE LIVE AND UNIT II: SERVICES IN THE COMMUNITY.

MINNEAPOLIS PUBLIC SCHOOLS, MINN.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000217A-3-4
PUB DATE - 71 245P.PAES COLLECTION

DESCRIPTORS - INTEGRATED CURRICULUM; LEARNING ACTIVITIES; ANNOTATED BIBLIOGRAPHIES; AUDIOVISUAL AIDS; BEHAVIORAL OBJECTIVES; GRADE 2; *SOCIAL STUDIES UNITS; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; CURRICULUM GUIDES; FIELD TRIPS; ECOLOGY; *COMMUNITY SERVICES; SCHOOL COMMUNITY RELATIONSHIP; MAPS; *CAREER EDUCATION; SERVICES; ROLE-PLAYING; SUPPLEMENTARY READING MATERIALS; *TEACHING MODELS; *PHYSICAL ENVIRONMENT
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS SOCIAL STUDIES CURRICULUM GUIDE FOR TWO GRADE 2 TEACHING UNITS EMPHASIZES INTERACTION BETWEEN MAN AND HIS PHYSICAL AND SOCIAL ENVIRONMENT AS A MEANS OF SOLVING SOCIAL PROBLEMS, IMPROVING HUMAN RELATIONS, AND ENCOURAGING EFFECTIVE CITIZENSHIP. BASED ON THE SIX LEARNING PREMISES OF THE MINNEAPOLIS SOCIAL STUDIES PROGRAM FOR ELEMENTARY GRADES, A "MODEL OF INQUIRY" FORMAT USES INDUCTIVE DEVELOPMENTAL APPROACHES TO DERIVE CONCEPTS AND PRODUCE GENERALIZATIONS FROM SEVERAL MAJOR UNIT IDEAS. COGNITIVE SKILLS AND POSITIVE ATTITUDES ARE DEVELOPED BY MEANS OF EXPLORING FEELINGS, CONSIDERING PROBLEMS, AND ANALYZING VALUES. PERSONAL EXPERIENCES, ROLE PLAYING, AND BOOKS ARE USED IN INTERRELATED LEARNING ACTIVITIES WHICH SPECIFICALLY INTRODUCE, DEVELOP, EXTEND, AND CONCLUDE EACH UNIT IDEA. THE MAPPING UNIT ORIENTS THE STUDENTS TO THE SCHOOL AND NEIGHBORHOOD THROUGH WALKING TRIPS, MAPPING EXERCISES, AND ECOLOGY DISCUSSIONS. THE UNIT ON COMMUNITY SERVICES FOCUSES ON THE SUPERMARKET AS AN EXAMPLE OF PRODUCER AND CONSUMER INTERDEPENDENCE, AND SCHEDULES FIELD TRIPS TO THE SUPERMARKET, WHOLESALE MARKET, AND BANK. THE GUIDE INCLUDES A DETAILED STEP-BY-STEP RATIONALE, A SUGGESTED ANNOTATED BIBLIOGRAPHY, SPECIFIC UNIT OBJECTIVES, AND AN APPENDIX INCLUDING UNFINISHED STORIES FROM UNIT II, GRADE 1, FOR DISCUSSION PURPOSES. THESE UNITS ARE USED IN CONJUNCTION WITH UNITS AVAILABLE AS VT 015 358 AND VT 015 451 IN THIS ISSUE. (AG)

VT 015 454
LEARNING TO MOVE--MOVING TO LEARN. MOVEMENT EXPLORATION AND DISCOVERY.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-EC-260
PUB DATE - 68 58P.PAES COLLECTION

DESCRIPTORS - *PRIMARY GRADES; *SELF CONCEPT; INSTRUCTIONAL MATERIALS; *TEACHING GUIDES; TEACHING PROCEDURES; EVALUATION TECHNIQUES; *PSYCHOMOTOR SKILLS; QUESTIONING TECHNIQUES; EDUCATIONAL EQUIPMENT; PSYCHOMOTOR OBJECTIVES; SKILL ANALYSIS; CHECKLISTS; DIAGRAMS; *PHYSICAL ACTIVITIES; INDEXES (LOCATERS)
IDENTIFIERS - SELF AWARENESS

ABSTRACT - THIS INSTRUCTIONAL GUIDE FOR THE PRIMARY GRADES DEALS WITH MOVEMENT EXPLORATION AS A MEANS OF ENHANCING THE PUPIL'S SELF AWARENESS, THE REBY DEVELOPING HIS SELF CONCEPT. PART I CONSISTS OF SPECIFIC TEACHING SUGGESTIONS FOR CLASSROOM PROCEDURES AND STUDENT EVALUATION. PART II PRESENTS QUESTIONS WHICH PROVIDE OPPORTUNITIES FOR STUDENTS TO DEMONSTRATE PSYCHOMOTOR SKILLS, INCLUDING ACCESSORIES SUCH AS ROPES AND HULA HOOPS. PART III PROVIDES CONCEPTS, METHODS OF CORRECTING PROBLEMS, AND SKILL DESCRIPTIONS. PART IV CONTAINS A CHECKLIST FOR EVALUATING

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BASIC MOVEMENT ABILITIES. A DETAILED INDEX, A SUPPLY LIST, AND A DIAGRAM OF TEACHING ACCESSORIES COMPLETE THE INSTRUCTIONAL MATERIALS, DEVELOPED BY TEACHERS, SUPERVISORS, AND SPECIALISTS IN WORKSHOPS AND COMMITTEES. (AG)

VT 015 463 ED 063 485
AIAA EMPLOYMENT WORKSHOPS (SEPTEMBER 1, 1970-DECEMBER 31, 1971). VOLUME III, WORKSHOP HANDBOOK.

AMERICAN INST. OF AERONAUTICS AND ASTRONAUTICS, NEW YORK, N.Y.
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$9.87.
PUB DATE - 31DEC71 211P.

DESCRIPTORS - *AEROSPACE INDUSTRY; UNEMPLOYMENT; *EMPLOYMENT SERVICES; *WORKSHOPS; *MANUALS; VOCATIONAL COUNSELING; GUIDELINES; JOB PLACEMENT; *PROFESSIONAL PERSONNEL; SCIENTIFIC PERSONNEL; DEMONSTRATION PROGRAMS; ENGINEERS; SCIENTISTS
IDENTIFIERS - *AMERICAN INSTITUTE OF AERONAUTICS AND ASTRONAUTICS

ABSTRACT - IN RESPONSE TO GROWING UNEMPLOYMENT AMONG PROFESSIONAL PERSONNEL IN THE AEROSPACE INDUSTRY, A SERIES OF 175 WORKSHOPS WERE CONDUCTED BY THE AMERICAN INSTITUTE OF AERONAUTICS AND ASTRONAUTICS (AIAA) IN 43 CITIES. NEARLY 15,000 UNEMPLOYED ENGINEERS AND SCIENTISTS ATTENDED THE WORKSHOPS AND REVIEWED JOB COUNSELING AND PLACEMENT SERVICES FROM VOLUNTEER GROUPS WORKING TO MATCH SKILLS AND JOBS. DEVELOPED TO PROVIDE INFORMATION FOR ORGANIZING FUTURE WORKSHOPS, THE TECHNIQUES DESCRIBED IN THIS HANDBOOK CAME FROM PREVIOUS WORKSHOPS ACROSS THE NATION. THE HANDBOOK COVERS ORGANIZATION, FINANCE, INTERAGENCY COORDINATION, AND INTERVIEWING PROBLEMS. TWO RELATED VOLUMES ARE AVAILABLE AS VT 015 461-015 462 (AIM VOL. 5, NO. 4). (AH)

VT 015 477 ED 063 487
HOME ECONOMICS EDUCATION--INSTRUCTIONAL MATERIALS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
BIB-SER-12 BR-7-0158
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C., 20402
PUB DATE - 72 172P.COMPILATION OF ABSTRACTS FROM ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION, 1967-1971

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *ABSTRACTS; *RESOURCE GUIDES; *HOME ECONOMICS EDUCATION; OCCUPATIONAL HOME ECONOMICS; HOMEMAKING EDUCATION; ELEMENTARY GRADES; SECONDARY GRADES; POST SECONDARY GRADES; ADULT EDUCATION; CAREER EDUCATION; *INDEXES (LOCATERS)

ABSTRACT - THIS COMPILATION PRESENTS OVER 300 RESUMES OF INSTRUCTIONAL MATERIALS IN HOME ECONOMICS EDUCATION, WHICH HAVE APPEARED QUARTERLY IN "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM), FALL 1967 THROUGH FALL 1971. RESUMES COVER A WIDE RANGE OF FIELDS AND OCCUPATIONS, SUCH AS CHILD CARE OCCUPATIONS, CONSUMER EDUCATION, HOME MANAGEMENT, INTERIOR DESIGN, AND HOMEMAKING EDUCATION. THE RESUMES ARE ARRANGED IN ASCENDING ORDER ACCORDING TO AN ACCESSION NUMBER AND INCLUDE THE FOLLOWING INFORMATION: (1) AUTHOR(S), (2) TITLE, (3) INSTITUTIONAL SOURCE, (4) SPONSORING AGENCY, (5) GRANT, CONTRACT, AND PROGRAM AREA NUMBERS, (6) REPORT AND BUREAU NUMBERS, (7) SOURCES OF AVAILABILITY, (8) DESCRIPTORS AND IDENTIFIERS WHICH CHARACTERIZE THE CONTENTS OF THE DOCUMENT, AND (9) AN ABSTRACT OF THE DOCUMENT. AUTHOR, SUBJECT, AND CONVERSION OF DOCUMENT NUMBER INDEXES ARE INCLUDED TO HELP LOCATE THE ABSTRACTS BY PAGE NUMBER AND ACCESSION NUMBER. THE FULL TEXTS OF DOCUMENTS ARE AVAILABLE FROM THE ORIGINAL SOURCES OR FROM ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) AS MICROFICHE OR XEROX REPRODUCTIONS. A SAMPLE RESUME AND ORDERING INFORMATION FOR AIM AND EDRS REPRODUCTION ARE PROVIDED IN AN INTRODUCTORY SECTION. (SB)

VT 015 486
PREPARING LEARNING UNITS.

CENTRAL JERSEY INDUSTRY-EDUCATION COUNCIL, WOODBRIDGE, N.J.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C129
PUB DATE - ND 22P.PAES COLLECTION

DESCRIPTORS - *MANUALS; *INSTRUCTIONAL IMPROVEMENT; *TEACHER DEVELOPED MATERIALS; *INSTRUCTIONAL AIDS; *STUDENT DEVELOPED MATERIALS; INSTRUCTIONAL DESIGN; FORMATIVE EVALUATION; CONTENT ANALYSIS; LEARNING ACTIVITIES; GUIDELINES; INSTRUCTIONAL MEDIA; OBJECTIVES; CAREER EDUCATION; EVALUATION METHODS
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS MANUAL PROVIDES GUIDELINES FOR TEACHER PREPARATION OF LEARNING UNITS WHICH WILL PROVIDE GOALS, LEARNING ACTIVITIES TO IMPLEMENT SPECIFIC OBJECTIVES, INSTRUCTIONS TO THE STUDENT, AND METHODS FOR EVALUATING PERFORMANCE. DIRECTIONS FOR LOCATING NEEDED RESOURCE AND REFERENCE MATERIALS WILL ALSO BE INCLUDED IN A LEARNING UNIT. A 2-PAGE SAMPLE UNIT IN ECONOMICS IS PRESENTED TOGETHER WITH SUGGESTIONS FOR STUDENT PARTICIPATION IN EVOLVING LEARNING UNITS MODELED ON THOSE PREPARED BY THE TEACHER. STUDENT AND TEACHER FEEDBACK TO IMPROVE THIS INSTRUCTIONAL APPROACH IS ENCOURAGED BY ITS DEVELOPERS, THE CENTRAL JERSEY INDUSTRY-EDUCATION COUNCIL. (AG)

VT 015 488
OCCUPATIONAL INFORMATION IN THE CURRICULUM: KINDERGARTEN THROUGH SEVENTH GRADES. A SUMMARY REPORT.

ATLANTA PUBLIC SCHOOLS, GA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00232
PUB DATE - 71 46P.PAES COLLECTION

DESCRIPTORS - *PROGRAM DESCRIPTIONS; PROGRAM

FILMED FROM BEST AVAILABLE COPY

CONTENT; *DEVELOPMENTAL PROGRAMS; *CURRICULUM GUIDES; *ELEMENTARY GRADES; GRADE 7; KINDERGARTEN; TEACHING TECHNIQUES; INSTRUCTIONAL MEDIA; OCCUPATIONAL INFORMATION; *CAREER EDUCATION; INTEGRATED CURRICULUM; CHARTS; LEARNING ACTIVITIES; RESOURCE MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS REPORT ON OCCUPATIONAL INFORMATION BRIEFLY SUMMARIZES RESOURCE MATERIALS AND TEACHING TECHNIQUES FOR USE IN INTEGRATED SEQUENTIAL CAREER EDUCATION CURRICULUMS FROM KINDERGARTEN THROUGH GRADE 7. A 5-PAGE INTRODUCTORY CHART PRESENTS THE GRADE LEVEL, NAME OF COURSE OR UNIT, NATURE OF INSTRUCTION INCLUDING TEXTBOOKS AND LEARNING ACTIVITIES, TOGETHER WITH THE UNIT DURATION IN HOURS. A SHORT FOREWORD AND CONCLUSION SUPPLEMENT THE REPORT, WHICH ALSO INCLUDES COPIES OF SURVEY FORMS WITH EXAMPLES OF RESPONSES IN THE EXTENSIVE APPENDIX. THIS SUMMARY OF RESULTS FROM TEACHER DIRECTED INQUIRES IS NOT INTENDED TO BE COMPREHENSIVE, SINCE NOT ALL OF ATLANTA'S ELEMENTARY SCHOOLS ARE INCLUDED. (AG)

VT 015 508
FOLLETT BOOKS IN PRINT, 1971.

FOLLETT PUBLISHING CO., CHICAGO, ILL.
MF AVAILABLE IN VT-ERIC SET.
CVTE-XC0721
CUSTOMER SERVICE, FOLLETT PUBLISHING, P. O. BOX 5705, CHICAGO, ILLINOIS 60680 (PRICES AND DATES SUBJECT TO CHANGE WITHOUT NOTICE)
PUB DATE - ND 138P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *BOOK CATALOGS; *INDEXES (LOCATERS); REFERENCE MATERIALS; VISUAL AIDS; ADULT EDUCATION; CONTINUING EDUCATION; EARLY CHILDHOOD EDUCATION; *SECONDARY GRADES; *ELEMENTARY GRADES; RESOURCE MATERIALS; ANNOTATED BIBLIOGRAPHIES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS CATALOG OF FOLLETT BOOKS IN PRINT PROVIDES ORDER FORMS WITH INSTRUCTIONS FOR ORDERING THE INSTRUCTIONAL MATERIALS LISTED FOR PART I AND II. PART I CONTAINS EDUCATIONAL MATERIALS WITH A TITLE INDEX FOR THE AGE RANGES OF EARLY CHILDHOOD THROUGH GRADE 8. PART II CONTAINS LISTS OF HIGH SCHOOL, ADULT, AND CONTINUING EDUCATION MATERIALS WITH A TITLE INDEX. COSTS ARE INCLUDED FOR THE BOOKS. DESCRIPTIVE PARAGRAPHS ARE PROVIDED FOR MANY OF THESE BOOKS. (AG)

VT 015 518
COBURN, DARREL W.
PROJECT DEVISE. TEACHER'S GUIDE.

BILL PLANK SERVICE UNIT, ALLIANCE, NEBR.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000633&000009XCCEM
PUB DATE - 71 133P.PAES COLLECTION; THIRD REVISION

DESCRIPTORS - *CAREER EDUCATION; *ELEMENTARY GRADES; *DEVELOPMENTAL GUIDANCE; LEARNING ACTIVITIES; SELF CONCEPT; *VOCATIONAL DEVELOPMENT; *TEACHING GUIDES; REFERENCE MATERIALS; WORKSHEETS; RESOURCE MATERIALS; CATALOGS; VISUAL AIDS; OCCUPATIONAL INFORMATION; INSTRUCTIONAL AIDS; INSTRUCTIONAL FILMS; FILMSTRIPS; BOOKS
IDENTIFIERS - SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - THE THIRD REVISION OF THIS CAREER EDUCATION GUIDE WILL HELP TEACHERS PROVIDE DEVELOPMENTAL CLASSROOM GUIDANCE FOR THE ELEMENTARY GRADES BY MEANS OF STIMULATING VOCATIONAL AWARENESS AND SELF APPRAISAL. COMPILED BY A PROJECT DIRECTOR AND TWO MEMBERS OF AN EDUCATIONAL SERVICE UNIT, THIS GUIDE IS INTENDED FOR USE BY TEACHERS AND VOCATIONAL GUIDANCE PERSONNEL. DESCRIPTIONS OF LEARNING ACTIVITIES IN VOCATIONAL EXPLORATION, TAKING AT LEAST A HALF HOUR WEEKLY, ARE PROVIDED FOR THE PRIMARY AND INTERMEDIATE GRADES. A WIDE RANGE OF APPENDIXES PRESENTS SUGGESTED STUDENT WORKSHEETS AND BACKGROUND VOCATIONAL INFORMATION FOR THE TEACHER. EXTENSIVE CATALOG MATERIALS, INCLUDING BOOKS, FILMSTRIPS, AND AN ANNOTATED FILM LIST, GIVE THE SUGGESTED GRADE LEVEL, FORMAT, AND VOCATIONAL INTEREST AREA. REFERENCE MATERIALS COMPLETE THE UNIT, ILLUSTRATED BY DIAGRAMS AND DRAWINGS. (AG)

VT 015 528
KAVIEFF, MELVIN C., AND OTHERS
INDUSTRIAL ARTS EDUCATION, ELEMENTARY SCHOOL GRADES 4-8. INSTRUCTIONAL MATERIALS FOR BEGINNING TEACHERS.

DETROIT BOARD OF EDUCATION, MICH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000327
PUB DATE - 70 236P.PAES COLLECTION

DESCRIPTORS - *INDUSTRIAL ARTS; INTERMEDIATE GRADES; GRADE 7; GRADE 8; *CURRICULUM GUIDES; *STUDENT PROJECTS; PROJECT TRAINING METHODS; RESOURCE MATERIALS; REFERENCE MATERIALS; TEACHING PROCEDURES; *INSTRUCTIONAL MATERIALS; *BEGINNING TEACHERS; VISUAL AIDS
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS CURRICULUM GUIDE FOR INDUSTRIAL ARTS CLASSES IN GRADES 4 THROUGH 8 CONTAINS INSTRUCTIONAL MATERIALS FOR BEGINNING TEACHERS THAT INCLUDE A TIME ALLOCATION CHART, WORK PLANS, PROJECT TEACHING PROCEDURES, AND SUGGESTED IDEAS FOR EACH OF THE 10 SEMESTER UNITS. THE LEARNING ACTIVITIES SHOULD DEVELOP SKILLS IN ELECTRICITY, METALWORKING, PLASTICS, AND WOODWORKING. INTENDED BOTH AS AN INTRODUCTORY AID FOR THE NEW INDUSTRIAL ARTS TEACHER AND AS A BASIS FOR FURTHER DEVELOPMENT OF TEACHING MATERIALS, THE GUIDE WAS DEVELOPED BY A COMMITTEE OF ELEMENTARY SCHOOL EDUCATORS COORDINATED BY A PRINCIPAL AND A SUPERVISOR IN INDUSTRIAL EDUCATION. THE TEACHING PROCEDURES OUTLINE THE OPERATIONAL STEPS, REQUIRED BACKGROUND KNOWLEDGE, NECESSARY PROJECT MATERIALS, REFERENCE BOOKS, TIME SPANS FOR EACH ACTIVITY, AND UNIT TESTS WITH ANSWER KEYS. DRAWINGS OF THE PROJECTS AND LINE DIAGRAMS ILLUSTRATE THE TEACHING UNITS. (AG)

VT 015 535
WORKERS IN HEAVY CONSTRUCTION.

FILMED FROM BEST AVAILABLE COPY

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C351
PUB DATE - ND 41P.PAES COLLECTION

DESCRIPTORS - *BUILDING TRADES; *UNITS OF STUDY (SUBJECT FIELDS); *OCCUPATIONAL INFORMATION; WORKSHEETS; *CURRICULUM GUIDES; BIBLIOGRAPHIES; INTERVIEWS; LEARNING ACTIVITIES; AUDIOVISUAL AIDS; WAGES; VISUAL AIDS; INSTRUCTIONAL MATERIALS; *CONSTRUCTION INDUSTRY
IDENTIFIERS - CAREER AWARENESS; *OCCUPATIONAL ORIENTATION

ABSTRACT - THIS CURRICULUM GUIDE, DEVELOPED BY A CAREER CENTER, PROVIDES OCCUPATIONAL ORIENTATION FOR CAREERS IN HEAVY CONSTRUCTION. THE UNIT INCLUDES A PRE- AND POST-TEST, WORKSHEETS, ENRICHMENT ACTIVITIES, A BIBLIOGRAPHY, AND AN INTERVIEW SHEET. AUDIOVISUAL AIDS ARE USED, AND DRAWINGS ILLUSTRATE THE TEXT. THE LEARNING ACTIVITIES FOCUS ON OCCUPATIONAL REQUIREMENTS, WORKING CONDITIONS, THE NATURE OF THE JOB, AND JOB BENEFITS. WAGE RATES FOR CONSTRUCTION WORKERS AND A CROSSWORD PUZZLE ARE INCLUDED IN THE INSTRUCTIONAL MATERIALS. (AG)

VT C15 536
WORKERS IN HOUSE CONSTRUCTION.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C351
PUB DATE - ND 35P.PAES COLLECTION

DESCRIPTORS - CAREER EDUCATION; *CURRICULUM GUIDES; *BUILDING TRADES; CONSTRUCTION (PROCESS); *WORKSHEETS; VISUAL AIDS; WAGES; BIBLIOGRAPHIES; INTERVIEWS; GLOSSARIES; *OCCUPATIONAL INFORMATION; *INDUSTRIAL EDUCATION; JOB ANALYSIS; PRETESTS; POST TESTING; LEARNING ACTIVITIES; SECONDARY GRADES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR A UNIT ON HOUSE CONSTRUCTION WORKERS, DEVELOPED BY A CAREER CENTER, PROVIDES OCCUPATIONAL ORIENTATION BY MEANS OF WORKSHEETS, A PRE- AND POST-TEST, AND ENRICHMENT ACTIVITIES. A BIBLIOGRAPHY, INTERVIEW SHEET, AND A GLOSSARY COMPLETE THE UNIT. THE LEARNING ACTIVITIES FOCUS ON THE NATURE OF THE CONSTRUCTION JOBS, VOCATIONAL REQUIREMENTS, WORKING CONDITIONS, AND JOB BENEFITS. DRAWINGS ILLUSTRATE THE TEXT. WAGE RANGES FOR CONSTRUCTION WORK ARE INCLUDED. (AG)

VT C15 550
POLICE CAREERS.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C351
PUB DATE - ND 28P.PAES COLLECTION

DESCRIPTORS - *OCCUPATIONAL INFORMATION; *WORKSHEETS; *STUDY GUIDES; *POLICE; *CAREER EDUCATION; VISUAL AIDS; AUDIOVISUAL AIDS; FIELD TRIPS; TESTS; CAREER LADDERS; CREATIVE ACTIVITIES; GLOSSARIES; BIBLIOGRAPHIES; GOVERNMENT (ADMINISTRATIVE BODY); SECONDARY GRADES; INTERVIEWS; INSTRUCTIONAL MATERIALS; REFERENCE BOOKS; RESOURCE MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS OCCUPATIONAL EXPLORATION UNIT, WRITTEN BY A CAREER CENTER, PROVIDES STUDENT WORKSHEETS ON CAREERS IN POLICE WORK. THE MANUAL FOCUSES ON THE NATURE OF POLICE WORK, THE JOB REQUIREMENTS, THE WORKING CONDITIONS, AND THE JOB BENEFITS. ENRICHMENT ACTIVITIES, A PRE- AND POST-TEST, A BIBLIOGRAPHY, A GLOSSARY, AND AN INTERVIEW SHEET ARE INCLUDED IN THE INSTRUCTIONAL MATERIALS. DRAWINGS ILLUSTRATE THE TEXT. TEACHING TECHNIQUES INCLUDE THE USE OF AUDIOVISUAL AIDS, REFERENCE BOOKS, A FIELD TRIP, AND CREATIVE ACTIVITIES. CAREER LADDERS IN POLICE WORK ARE DISCUSSED. (AG)

VT 015 552
OFFICE CAREERS.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C351
PUB DATE - ND 37P.PAES COLLECTION

DESCRIPTORS - *OFFICE OCCUPATIONS EDUCATION; INSTRUCTIONAL MATERIALS; *WORKSHEETS; *LEARNING ACTIVITIES; *OCCUPATIONAL INFORMATION; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS); AUDIOVISUAL AIDS; PRE TESTS; POST TESTS; INTERVIEWS; BIBLIOGRAPHIES; GLOSSARIES; FIELD TRIPS; RESOURCE MATERIALS; VISUAL AIDS; REFERENCE BOOKS; SECONDARY GRADES
IDENTIFIERS - CAREER AWARENESS; OCCUPATIONAL EXPLORATION

ABSTRACT - THIS OCCUPATIONAL EXPLORATION UNIT, WRITTEN BY A CAREER CENTER, PROVIDES STUDENT WORKSHEETS ON CAREERS IN OFFICE WORK. THE GUIDE DISCUSSES THE NATURE OF JOBS IN BUSINESS, THE JOB REQUIREMENTS, THE WORKING CONDITIONS, AND THE JOB BENEFITS. ENRICHMENT ACTIVITIES, A PRE- AND POST-TEST, AND INTERVIEW SHEET, A BIBLIOGRAPHY, AND A GLOSSARY ARE INCLUDED IN THE INSTRUCTIONAL MATERIALS. DRAWINGS ILLUSTRATE THE TEXT. TEACHING TECHNIQUES INCLUDE THE USE OF AUDIOVISUAL AIDS, A FIELD TRIP, AND READING BOOKS. (AG)

VT 015 561
CAREERS UNLIMITED...TEACHER RESOURCE BOOK--ENGLISH, SOCIAL STUDIES, MATHEMATICS, AND SCIENCE.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C351
PUB DATE - ND 28P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; GRADE 7; GRADE 8; GRADE 9; *RESOURCE GUIDES; BIBLIOGRAPHIES; *PROGRAM PLANNING; VISUAL AIDS; PROGRAM DEVELOPMENT; TEACHING PROCEDURES; *HUMANITIES; RESOURCE MATERIALS; INSTRUCTIONAL AIDS; *INTEGRATED CURRICULUM; SOCIAL STUDIES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS RESOURCE GUIDE FOR A JUNIOR HIGH SCHOOL PROGRAM IN CAREER ORIENTATION

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ALLOWS OPPORTUNITIES FOR SELF ASSESSMENT AND VOCATIONAL GUIDANCE. THE PROGRAM IS EXPECTED TO ENABLE THE STUDENT TO CHOOSE ONE OF SEVEN CAREER FIELDS AND STUDY IT SIMULTANEOUSLY IN FOUR SUBJECT AREAS: ENGLISH, SOCIAL STUDIES, MATHEMATICS, AND SCIENCE. THE GUIDED OCCUPATIONAL ORIENTATION PROGRAM WILL CONSIST OF IDEA GUIDES WITH OBJECTIVES AND ACTIVITIES IMPLEMENTED BY EACH SCHOOL IN ITS OWN WAY. PLANS FOR THE PROGRAM ARE DESCRIBED, GIVING INSTRUCTIONAL AIDS, IDEAS FOR STAFF ORGANIZATION AND TEACHING PLANS AS WELL AS A BIBLIOGRAPHY. A CHART FOR PLANNING PROGRAM ACTIVITIES AND A LIST OF CHARACTERISTICS DISTINGUISHING INDIVIDUALIZING FROM NON-INDIVIDUALIZING TEACHERS CONCLUDE THE UNIT. (AG)

VT 015 562
CAREERS UNLIMITED: ENGLISH, MATHEMATICS, SOCIAL STUDIES, AND SCIENCE.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC351
PUB DATE - ND 91P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *HUMANITIES; *CAREER PLANNING; SELF EVALUATION; MATHEMATICS; SOCIAL STUDIES; *OCCUPATIONAL GUIDANCE; *LEARNING ACTIVITIES; MONEY MANAGEMENT; ENGLISH; EMPLOYER EMPLOYEE RELATIONSHIP; ECONOMICS; INTERDISCIPLINARY APPROACH; SECONDARY GRADES
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS; SELF AWARENESS

ABSTRACT - THESE LEARNING ACTIVITIES IN THE HUMANITIES FOR A VOCATIONAL GUIDANCE PROGRAM FOCUS ON JOB SKILLS, MONEY MANAGEMENT, JOB EXPECTATIONS, LABOR, AND THE ECONOMY. MATHEMATICS, ENGLISH, SCIENCE, AND SOCIAL STUDIES MATERIALS ARE INCLUDED IN AN INTERDISCIPLINARY APPROACH. SELF EVALUATION IS STRESSED FOR VOCATIONAL PREPARATION. (AG)

VT 015 563
AIRPORT WORKERS.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC351
PUB DATE - ND 47P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *WORKSHEETS; *LEARNING ACTIVITIES; DIAGNOSTIC TESTS; BIBLIOGRAPHIES; GLOSSARIES; INTERVIEWS; COMMUNITY RESOURCES; VISUAL AIDS; AUDIOVISUAL AIDS; *UNITS OF STUDY (SUBJECT FIELDS); UNIT PLAN; *AIRPORTS; MANUALS; TRANSPORTATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS INSTRUCTIONAL UNIT CONTAINS WORKSHEETS ABOUT AIRPORT WORKERS, A PRETEST OR POSTTEST, A BIBLIOGRAPHY, A GLOSSARY, AND AN INTERVIEW SHEET. LEARNING ACTIVITIES ABOUT THE OCCUPATIONAL REQUIREMENTS OF AIRPORT WORK, WORKING CONDITIONS, JOB BENEFITS, AND THE FUNCTIONS OF EACH WORKER ARE INCLUDED IN THE MANUAL. SUGGESTED ENRICHMENT ACTIVITIES INCLUDE A MODEL PLANE CONTEST, A FIELD TRIP, A RESOURCE SPEAKER, AN INTERVIEW, AND BOOK REPORTS. DEVELOPED BY A CAREER CENTER FOR AN OCCUPATIONAL ORIENTATION UNIT, THIS GUIDE TO AIRPORT VOCATIONS PROVIDES A CHART OF JOB EARNINGS. A FILMSTRIP PRESENTATION CALLED "AIRPORT WORKERS" ACCOMPANIES THE FIRST LEARNING ACTIVITIES INVOLVING DESCRIPTIONS OF AIRPORT OCCUPATIONS. (AG)

VT 015 573
RIUTCEL, LUCILLE, AND OTHERS
ELEMENTARY GUIDE FOR CAREER DEVELOPMENT.

MOBERLY SCHOOL DISTRICT, MO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.;MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC399
PUB DATE - 71 642P.PAES COLLECTION

DESCRIPTORS - *CURRICULUM GUIDES; *ELEMENTARY GRADES; *CAREER EDUCATION; *LEARNING ACTIVITIES; EDUCATIONAL OBJECTIVES; TEACHER DEVELOPED MATERIALS; RESOURCE MATERIALS; TEACHING PROCEDURES; OCCUPATIONAL INFORMATION; STUDENT EVALUATION; *VOCATIONAL DEVELOPMENT; TEACHING TECHNIQUES; ROLE PLAYING; DECISION MAKING SKILLS; WORK ATTITUDES
IDENTIFIERS - ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - THIS SERIES OF CURRICULUM GUIDES WILL BE USEFUL FOR PROVIDING CAREER DEVELOPMENT ACTIVITIES FOR THE ELEMENTARY GRADES. THE GENERAL AND DEVELOPMENTAL OBJECTIVES FOR EACH GRADE ARE KEYED TO THE GENERAL PROJECT OBJECTIVES AND TO THE CONCLUDING UNIT GOALS WHICH WILL BE EVALUATED BY TEACHER DEVELOPED TESTS. CURRICULUM TIE-INS AND ACTIVITY LISTS WITH RESOURCE MATERIALS ARE PROVIDED FOR EACH GRADE. THE LEARNING ACTIVITIES INCLUDE TEACHING SUGGESTIONS AND ARE INTENDED AS A DEVELOPMENTAL BASIS FOR ADDITIONAL CAREER EDUCATION IDEAS. WRITTEN BY A CAREER DEVELOPMENT CURRICULUM COMMITTEE, THE CAREER UNITS AIM TO PROVIDE STUDENTS WITH OCCUPATIONAL INFORMATION, HELP THEM DEVELOP DECISION MAKING SKILLS, AND TEACH THEM RESPECT SELF AND OTHERS. NOTEBOOK PREPARATION, ROLE PLAYING, GIVING REPORTS, AND RATINGS OF STUDENT DECISION MAKING SKILLS ARE TEACHING TECHNIQUES USED IN THE GUIDES. (AG)

VT 015 574
GETTING IT TOGETHER. TEACHER'S MANUAL. TEN CAREER ORIENTATION UNITS DESIGNED FOR JUNIOR HIGH SCHOOL STUDENTS.

BOWLING GREEN STATE UNIV., OHIO.;NORTHWEST OHIO EDUCATIONAL TELEVISION FOUNDATION, BOWLING GREEN.
OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION
DOCUMENT NOT AVAILABLE FROM EDRS.
CVTE-OCC073
OHIO EDUCATIONAL TELEVISION NETWORK COMM., 2470 NORTH STAR ROAD, COLUMBUS, OHIO 43221 (APPROX. $10.00, LEASE BASIS)
PUB DATE - 71 41P.PAES COLLECTION

DESCRIPTORS - *INSTRUCTIONAL TELEVISION; *OCCUPATIONAL CLUSTERS; SECONDARY GRADES; INTEGRATED ACTIVITIES; TEACHING TECHNIQUES; *MANUALS; ANNOTATED BIBLIOGRAPHIES; VISUAL AIDS; GLOSSARIES; *OCCUPATIONAL INFORMATION;

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VOCATIONAL DEVELOPMENT; LESSON PLANS; COMMUNICATIONS; SUPPLEMENTARY READING MATERIALS; *CAREER EDUCATION; VOCABULARY
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS TEACHING MANUAL INCLUDES A RATIONALE AND TEACHING SUGGESTIONS FOR A CAREER ORIENTATION PROGRAM IN THE JUNIOR HIGH GRADES ORGANIZED AROUND 10 LESSONS ON INSTRUCTIONAL TELEVISION. THESE ON-LOCATION SOUND FILMS AND INTERVIEWS ALLOW THE STUDENT TO OBSERVE WORKERS INTERACTING IN THEIR OWN NATURAL WORK-ENVIRONMENT. SUGGESTED TEACHING TECHNIQUES INCLUDE FIELD TRIPS, ROLE PLAYING, INTEGRATED ACTIVITIES, AND USE OF RESOURCE MATERIALS. NINE OCCUPATIONAL CLUSTERS ARE DESCRIBED, EMPHASIZING NEWER CAREERS AND OTHER-THAN-PROFESSIONAL CAREERS WHICH ARE TRADITIONALLY IGNORED. SOME ARE HIGHLIGHTED, OTHERS LISTED. A WIDE RANGE OF PROJECTS AND DISCUSSION QUESTIONS IS PROVIDED FOR EACH LESSON. VOCABULARY LISTS AND GLOSSARY ARE INCLUDED WITH THE MANUAL, DEVELOPED BY TEACHERS AND CONSULTANTS. LINE DRAWINGS ILLUSTRATE THE TEXT. A BIBLIOGRAPHY AND AN EIGHT-PAGE ARTICLE ON JOB FUTURES REPRINTED FROM THE "OCCUPATIONAL OUTLOOK HANDBOOK" CONCLUDE THE INSTRUCTIONAL MATERIALS. (AG)

VT 015 575
NEUWIRTH, ELIZABETH M., AND OTHERS
CAREER DEVELOPMENT.

ROBBINSDALE INDEPENDENT SCHOOL DISTRICT 281, MINN.
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC123
PUB DATE - AUG71 142P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; GRADE 7; GRADE 8; GRADE 9; *EXPERIMENTAL CURRICULUM; *HUMANITIES INSTRUCTION; BIBLIOGRAPHIES; SUPPLEMENTARY READING MATERIALS; *COURSE OBJECTIVES; *COURSE DESCRIPTIONS; INTEGRATED ACTIVITIES; ROLE PLAYING; SIMULATION; AUDIOVISUAL AIDS; COMMUNITY RESOURCES; INTEGRATED CURRICULUM; STUDENT PROJECTS; TEACHING TECHNIQUES; FORMATIVE EVALUATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS TENTATIVE CURRICULUM GUIDE FOR A CAREER EXPLORATION PROGRAM IN GRADES 7, 8, AND 9 FOR ENGLISH, MATHEMATICS, SCIENCE, AND SOCIAL STUDIES UNITS PROVIDES SUGGESTED SKILL GOALS, LEARNING TECHNIQUES, BEHAVIORAL OBJECTIVES, SPECIFIC UNIT CONCEPTS, CLASS ACTIVITIES, REQUIRED MATERIALS, AND SAMPLE STUDENT WORKSHEETS. A SEPARATE OVERVIEW FOR EACH GRADE LEVEL AND DISCIPLINE INCLUDES GENERAL AND SPECIFIC SUBJECT CONTENT. THE DEVELOPMENTAL ENGLISH UNITS FOCUS ON JOB APPLICATION SKILLS; THE MATH UNITS PRESENT THE OCCUPATIONAL IMPLICATIONS OF MATH; THE SCIENCE UNITS DEAL WITH INTERDISCIPLINARY PROJECTS IN THE OUTDOORS; AND THE SOCIAL STUDIES UNITS CENTER ON TOPICS IN SOCIOLOGY, POLITICAL SCIENCE, AND ECONOMICS. SUGGESTED TEACHING TECHNIQUES INVOLVE ROLE PLAYING, SIMULATIONS, DISCUSSION, READING, AUDIOVISUAL AIDS, OBSERVATIONS, AND COMMUNITY RESOURCES. DEVELOPED BY A CAREER DEVELOPMENT COMMITTEE, THIS GUIDE INTENDS TO SHOW THE EFFECTIVENESS OF CAREER EDUCATION INTEGRATED AS A LEARNING VEHICLE IN A COURSE. AN INTRODUCTORY TEACHER-DIRECTED EVALUATION SHEET, FACILITATING FURTHER REVISION, AND A BIBLIOGRAPHY COMPLETE THE SUGGESTED INSTRUCTIONAL MATERIALS. SAMPLE JOB INFORMATION MATERIALS AND DIAGRAMS OF OCCUPATIONAL CLUSTERS ENRICH THE COURSE CONTENT. (AG)

VT 015 581 ED(SEE NOV '72 RIE)
INSTRUCTIONAL MATERIALS VOCATIONAL RELATED ENGLISH.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$9.87.
CVTE-CCC339
PUB DATE - JUL71 277P.PAES COLLECTION; DEVELOPMENTS AT THE TRAINING INSTITUTE FOR TEACHERS OF THE HANDICAPPED (DURANT, OKLAHOMA, JULY 5-16, 1971).

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; HUMANITIES; BEHAVIORAL OBJECTIVES; UNIT PLAN; STUDENT TESTING; ANSWER KEYS; WORKSHEETS; TRANSPARENCIES; LEARNING ACTIVITIES; TEACHING PROCEDURES; *ENGLISH INSTRUCTION; SELF CONCEPT; VOCABULARY; RESOURCE MATERIALS; SECONDARY GRADES; *GRAMMAR; COMMUNICATION SKILLS; *INTEGRATED CURRICULUM; INTERDISCIPLINARY APPROACH
IDENTIFIERS - CAREER AWARENESS; SELF AWARENESS

ABSTRACT - THIS PRELIMINARY DRAFT OF INSTRUCTIONAL MATERIALS FOR AN ENGLISH CURRICULUM OFFERING VOCATIONAL PREPARATION FOCUSES ON GRAMMAR CONCEPTS, SELECTED VOCATIONAL ENGLISH TOPICS, AND THE USE OF RESOURCE MATERIALS. THE UNIT PLANS CONTAIN GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, STUDENT ACTIVITIES, AND TEACHING PROCEDURES. INFORMATION SHEETS, STUDENT WORKSHEETS, TESTS, AND ANSWER KEYS ARE PROVIDED. TRANSPARENCIES ARE GIVEN, AS WELL AS A SAMPLE VOCABULARY LIST. THE APPENDIXES INCLUDE A WIDE RANGE OF SAMPLE UNIT PLANS, DEALING MAINLY WITH SPELLING AND PUNCTUATION. AN EXTENSIVE REFERENCE LIST FOR COMMUNICATION SKILLS COMPLETES THE MATERIALS, DEVELOPED AT A WORKSHOP FUNDED BY THE EDUCATION PROFESSIONS DEVELOPMENT ACT. (AG)

VT 015 594 ED(SEE NOV '72 RIE)
VOCATIONAL DEVELOPMENT IN GRADES SEVEN, EIGHT AND NINE. A RESOURCE GUIDE INTEGRATING SELECTED VOCATIONAL DEVELOPMENT CONCEPTS WITH EIGHT AREAS OF THE CURRICULUM IN GRADES SEVEN, EIGHT AND NINE.

MID-HUDSON CAREER DEVELOPMENT AND INFORMATION CENTER, BEACON, N.Y.;NEW YORK STATE EDUCATION DEPT., ALBANY.;NEW YORK STATE DEPT. OF LABOR, ALBANY. DIV. OF EMPLOYMENT.
EDRS PRICE MF-$0.65 HC-$19.73.
CVTE-000546
PUB DATE - ND 568P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *VOCATIONAL DEVELOPMENT; *JUNIOR HIGH SCHOOLS; *RESOURCE GUIDES; *INTEGRATED CURRICULUM; CURRICULUM DEVELOPMENT; CONCEPT TEACHING; OCCUPATIONAL GUIDANCE; CURRICULUM GUIDES; TEACHING TECHNIQUES; ENGLISH; MATHEMATICS; SCIENCE

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CURRICULUM; SOCIAL STUDIES; HOME ECONOMICS EDUCATION; INDUSTRIAL ARTS; PHYSICAL EDUCATION; COURSE CONTENT; GRADE 7; GRADE 8; GRADE 9; HUMANITIES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - DEVELOPED BY REPRESENTATIVES FROM STATE GUIDANCE, EDUCATION, AND EMPLOYMENT, THIS RESOURCE GUIDE WAS DESIGNED TO FACILITATE THE INTEGRATION OF CAREER EDUCATION CONCEPTS INTO THE CURRICULUM OF JUNIOR HIGH SCHOOLS. RECOGNIZING THAT CAREER DEVELOPMENT IS A LIFE-LONG PROCESS, LEARNING EXPERIENCES TO DEVELOP WORK CONCEPTS AND ATTITUDES ARE OUTLINED FOR: (1) ENGLISH, (2) MATHEMATICS, (3) PHYSICAL AND LIFE SCIENCES, (4) SOCIAL STUDIES, (5) ART, (6) HOME ECONOMICS, (7) INDUSTRIAL ARTS, AND (8) PHYSICAL EDUCATION. MOST OF THE ACTIVITIES ARE CONCERNED WITH DEVELOPMENT OF ATTITUDES AND SKILLS ASSOCIATED WITH VOCATIONAL AWARENESS, AND ARE DESIGNED FOR TEACHERS WHO ARE CONCERNED ABOUT, BUT NOT NECESSARILY TRAINED IN, VOCATIONAL LEARNING-MATURATION. ACTIVITIES EMPHASIZE WORK FUNCTIONS AND WORKER TRAIT COMPONENTS AND EXPOSURE TO RELEVANT CONCEPTS, AND SHOULD BE ADAPTED BY THE TEACHER AND USED WITH OTHER RELATED TOOLS. IN ADDITION TO IDENTIFYING CONCEPTS TO BE TAUGHT, THE GUIDE ALSO OUTLINES CONTENT, TEACHING TECHNIQUES, AND RESOURCES. INCLUDED IN THE APPENDIXES ARE DATA ON CLASSIFYING OCCUPATIONS. (JS)

VT 015 595
HOME ECONOMICS JUNIOR HIGH SCHOOL CURRICULUM. CONCEPTS AND GENERALIZATIONS.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-00C562
PUB DATE - 69 567P.PAES COLLECTION

DESCRIPTORS - *CURRICULUM GUIDES; *SECONDARY GRADES; *STUDENT CENTERED CURRICULUM; BEHAVIORAL OBJECTIVES; GENERALIZATIONS; *CONCEPTUAL SCHEMES; *HOME ECONOMICS EDUCATION; LEARNING ACTIVITIES; EVALUATION TECHNIQUES; ENRICHMENT ACTIVITIES; RESOURCE MATERIALS; GLOSSARIES; LESSON PLANS; COMMUNITY RESOURCES; FAMILY LIFE; GRADE 7; GRADE 8; GRADE 9
IDENTIFIERS - ATTITUDES APPRECIATIONS; SELF AWARENESS; EDUCATIONAL AWARENESS

ABSTRACT - THIS GUIDE FOR HOME ECONOMICS CURRICULUMS IN GRADES 7, 8, AND 9 PRESENTS STUDENT CENTERED COURSES WITH A CONCEPTUAL APPROACH INTENDED TO PREPARE STUDENTS FOR PERSONAL AND FAMILY LIVING. GENERALIZATIONS, BEHAVIORAL OBJECTIVES, CONCEPTS, AND GOALS ARE PROVIDED FOR THE LEARNING AND ENRICHMENT ACTIVITIES. THE GUIDE INCLUDES AN OVERVIEW, IDEAS FOR IMPLEMENTING THE COURSES, SUGGESTIONS FOR PARENTAL INVOLVEMENT, RESOURCE LISTS, EVALUATION METHODS, A GLOSSARY, AND SAMPLE LESSON PLANS. CHECKLISTS AND STUDENT WORKSHEETS ARE ALSO GIVEN. DEVELOPED BY A STEERING COMMITTEE OF ADMINISTRATIVE AND SUPERVISORY PERSONNEL, WITH THE AID OF A PRODUCTION COMMITTEE OF TEACHERS, A CURRICULUM WRITER, AND AN ILLUSTRATOR, THE AREAS OF STUDY COVER SUCH TOPICS AS CLOTHING, CHILD CARE, FOODS, HEALTH AND SAFETY, AND HOME MANAGEMENT. COMMUNITY AND SOCIAL LIVING ARE DISCUSSED IN GRADE 9. (AG)

VT 015 596
PIERRO, MIKE, AND OTHERS
CAREER RELATED MATH UNITS. CLUSTER INFORMATION.

ROBBINSDALE INDEPENDENT SCHOOL DISTRICT 281, MINN.
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CVTE-00C125
PUB DATE - NOV71 40P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION *OCCUPATIONAL CLUSTERS; *UNITS OF STUDY (SUBJECT FIELDS); *MATHEMATICS; VOCATIONAL INTERESTS; *OCCUPATIONAL INFORMATION; INSTRUCTIONAL AIDS; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; GUIDES; CAREER OPPORTUNITIES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS UNIT PROVIDES GENERAL DESCRIPTIONS OF 14 OCCUPATIONAL CLUSTERS, RELATING THEM TO A SEPARATE CAREER KIT GIVING MATH PROBLEMS FOR EACH CAREER. AN INTRODUCTORY LIST OF CAREER UNITS FOR EACH CLUSTER IS KEYED TO THE CAREER KIT IN ORDER TO GIVE FURTHER VOCATIONAL INFORMATION. DIRECTIONS TO THE STUDENT ARE INCLUDED FOR USING THE INSTRUCTIONAL MATERIALS IN CONJUNCTION WITH THE CAREER KIT. PAY RANGES AND EMPLOYMENT OPPORTUNITIES ARE DISCUSSED FOR EACH OCCUPATIONAL CLUSTER. THIS UNIT, PREPARED BY THREE SENIOR HIGH MATH TEACHERS AND A WORK EXPERIENCE COORDINATOR, WAS UNDER THE DIRECTION OF A VOCATIONAL COORDINATOR AND A MATH CONSULTANT. (AG)

VT 015 598
BIBLIOGRAPHY FOR OCCUPATIONAL ORIENTATION. PRELIMINARY DRAFT.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.
MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CVTE-00C231
PUB DATE - ND 100P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *BIBLIOGRAPHIES; *REFERENCE MATERIALS; *CLASSIFICATION; BOOKS; PAMPHLETS; FILMS; FILMSTRIPS; *INSTRUCTIONAL AIDS; OCCUPATIONAL GUIDANCE
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS PRELIMINARY DRAFT FOR A BIBLIOGRAPHY ON OCCUPATIONAL ORIENTATION, PREPARED BY A CURRICULUM COORDINATING UNIT, SUPPLEMENTS A CURRICULUM GUIDE IN CAREER EDUCATION. EIGHT OCCUPATIONAL CATEGORIES, A MISCELLANEOUS CATEGORY, AND A LIST OF OCCUPATIONAL ORIENTATION KITS ARE INTENDED TO SIMPLIFY THE TASK OF SELECTING CAREER EDUCATION MATERIALS FOR THE CLASSROOM. THE FIRST NINE CATEGORIES ARE BROKEN DOWN INTO: (1) BOOKS, (2) BRIEFS AND PAMPHLETS, (3)

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FILMS, AND (4) FILMSTRIPS. AN INTRODUCTION, A LIST OF REFERENCES FOR CAREER EDUCATORS, AND AN EXTENSIVE DIRECTORY OF PUBLISHERS' ADDRESSES COMPLETE THE BIBLIOGRAPHY. COSTS ARE INCLUDED FOR THE REFERENCE MATERIALS. (AG)

VT 015 614
THOMAS, DICK
ELECTRICITY--ELECTRONICS COURSE OF STUDY. GRADES 9-12.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C466
PUB DATE - NO 382.PAES COLLECTION

DESCRIPTORS - *CURRICULUM GUIDES; *ELECTRONICS; *TRADE AND INDUSTRIAL EDUCATION; *SECONDARY GRADES; *COURSE DESCRIPTIONS; REFERENCE MATERIALS; EDUCATIONAL OBJECTIVES; INSTRUCTIONAL AIDS; TESTING; REVIEW (REEXAMINATION); INSTRUCTIONAL MATERIALS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS CURRICULUM GUIDE FOR VOCATIONAL EDUCATION COURSES IN ELECTRONICS FOR GRADES 9 THROUGH 12 PROVIDES GENERAL DESCRIPTIONS AND SPECIFIC OUTLINES OF FOUR HIGH SCHOOL ELECTRONICS COURSES. REFERENCE LISTS, COURSE OBJECTIVES, UNIT SUBDIVISIONS, AND TIME SPANS ARE GIVEN FOR EACH COURSE. EACH COURSE CONTAINS A SECTION FOR REVIEW AND TESTING. WRITTEN BY TWO ELECTRONICS INSTRUCTORS WITH THE HELP OF A VOCATIONAL ELECTRONICS ADVISORY COMMITTEE AND THE OREGON STATE BOARD OF EDUCATION, THE GUIDE INCLUDES AN INTRODUCTION AND GENERAL CONSIDERATIONS. THIS UNIT MAKES UP PART OF PROJECT VIGOR, OREGON'S FEDERAL EXEMPLARY PROGRAM IN CAREER EDUCATION. (AG)

VT 015 622
THE GREGG/MCGRAW-HILL CURRICULUM GUIDE FOR OFFICE EDUCATION.

GREGG/MCGRAW-HILL ADVISORY COMMITTEE FOR OFFICE EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 66P.PAES COLLECTION

DESCRIPTORS - *CURRICULUM GUIDES; *OFFICE OCCUPATIONS EDUCATION; *CURRICULUM PLANNING; *INSTRUCTIONAL PROGRAMS; POST SECONDARY EDUCATION; SECONDARY EDUCATION; OFFICE OCCUPATIONS; TRAINING OBJECTIVES; *RESOURCE MATERIALS; CURRICULUM ENRICHMENT; STUDENT NEEDS; ADULT EDUCATION; TEXTBOOK SELECTION; UNITS OF STUDY (SUBJECT FIELDS); BUSINESS SUBJECTS; TEACHING GUIDES; COURSE DESCRIPTIONS
IDENTIFIERS - EDUCATIONAL AWARENESS; CAREER AWARENESS

ABSTRACT - THIS GUIDE TO CURRICULUMS IN OFFICE OCCUPATIONS EDUCATION, INTENDED TO ACCOMPANY THE "GREGG/MCGRAW-HILL PROGRAM PLANNING GUIDE FOR OFFICE EDUCATION," WILL BE USEFUL FOR EDUCATORS PLANNING TRAINING PROGRAMS IN BUSINESS EDUCATION ON THE SECONDARY, POST-SECONDARY, AND ADULT LEVELS. A LIST OF 50 JOB TITLES USING BASIC BUSINESS SKILLS IS KEYED TO AN INDEX OF 59 INSTRUCTIONAL MODULES FOR OFFICE OCCUPATIONS CURRICULUMS. DETAILED DESCRIPTIONS OF THE MODULES PROVIDE THE TIME SPAN, ACADEMIC LEVEL, COURSE OUTLINE, OBJECTIVES, COURSE PREREQUISITES, PRIMARY SOURCE MATERIALS, AND ENRICHMENT MATERIALS FOR EACH COURSE. THE PRIMARY MATERIALS LIST TEXTBOOKS, WORKBOOKS, TESTS, AND TEACHING GUIDES ACCORDING TO GRADE LEVEL AND SPECIAL INSTRUCTIONAL NEEDS. AN IMPORTANT FEATURE IS THE INCLUSION OF CURRENT NET PRICES FOR ALL INSTRUCTIONAL MATERIALS. TEACHER-DIRECTED MATERIALS WILL BE PROVIDED FREE TO TEACHERS USING THE CORRESPONDING CLASSROOM TEXTS. THE GUIDE, PREPARED BY THE EDITORS OF GREGG/MCGRAW-HILL, CONCLUDES WITH A MODEL FOR A PROGRAM PLANNING WORKSHEET. (AG)

VT 015 626
JENSEN, A.K., AND OTHERS
WORLD OF WORK. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C415
PUB DATE - JUN71 260P.PAES COLLECTION

DESCRIPTORS - GRADE 9; GRADE 10; *LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; UNITS OF STUDY (SUBJECT FIELDS); TEACHING PROCEDURES; RESOURCE MATERIALS; *CAREER PLANNING; WORKSHEETS; VISUAL AIDS; TEACHING TECHNIQUES; MONEY MANAGEMENT; VOCATIONAL DEVELOPMENT; *OCCUPATIONAL CHOICE; INSTRUCTIONAL MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS ROUGH DRAFT OF A VOCATIONAL ORIENTATION UNIT FOR GRADES 9 AND 10 CONTAINS 20 LEARNING ACTIVITIES WITH BEHAVIORAL OBJECTIVES, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. A RATIONALE, RESOURCE LISTS, STUDENT WORKSHEETS, AND VISUAL AIDS COMPLETE THE UNIT. PREPARED BY SIX TEACHERS, THIS TEACHING GUIDE INCLUDES A FIELD TRIP, A STUDENT JOB INTERVIEW, IDEAS FOR CAREER PLANNING, AND MONEY MANAGEMENT SUGGESTIONS. (AG)

VT 015 627
SUGGESTIONS FOR IMPLEMENTING AND ORGANIZING PREVOCATIONAL EDUCATION PROGRAMS FOR SOUTH CAROLINA. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C415
PUB DATE - 71 52P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *PROGRAM PLANNING; GRADE 9; GRADE 10; EDUCATIONAL FACILITIES; *RESOURCE GUIDES; PROGRAM ADMINISTRATION; PROGRAM DEVELOPMENT; RESOURCE MATERIALS; *INSTRUCTIONAL MATERIALS; SECONDARY GRADES; OCCUPATIONAL CHOICE; EDUCATIONAL EQUIPMENT; *ADMINISTRATOR GUIDES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS RESOURCE GUIDE IS A ROUGH

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DRAFT FOR THE USE OF SCHOOL ADMINISTRATORS AND VOCATIONAL COORDINATORS IN DEVELOPING CAREER EDUCATION PROGRAMS FOR GRADES 9 AND 10 IN SOUTH CAROLINA. IT INCLUDES A 6-PAGE INTRODUCTORY RATIONALE AND RESOURCE LISTS OF FACILITIES, EQUIPMENT, AND SUPPLIES. THESE LISTS OF MULTI-MEDIA MATERIALS AND COSTS COVER A VOCATIONAL ORIENTATION UNIT AND 16 OCCUPATIONAL UNITS DEVELOPED BY 16 TEACHERS. THE 16 6-WEEK CAREER EDUCATION UNITS, INTENDED TO FACILITATE OCCUPATIONAL CHOICES, COVER A WIDE RANGE OF AREAS, FROM AGRICULTURE TO SEWING. (AG)

VT 015 628
REENSTJERNA, SWANNEE
OFFICE OCCUPATIONS. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

WILSON AREA VOCATIONAL CENTER, COLUMBIA, S.C.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 48P.PAES COLLECTION

DESCRIPTORS - *OFFICE OCCUPATIONS EDUCATION; VISUAL AIDS; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; TEACHING PROCEDURES; SECONDARY GRADES; *TEACHING GUIDES; UNIT PLAN; *UNITS OF STUDY (SUBJECT FIELDS); *LEARNING ACTIVITIES; FIELD TRIPS; TEACHING TECHNIQUES; CAREER OPPORTUNITIES; OFFICE MACHINES; *OFFICE PRACTICE; INSTRUCTIONAL MATERIALS; OCCUPATIONAL INFORMATION
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS DRAFT FOR A 6-WEEK COURSE IN OFFICE OCCUPATIONS FOR THE SECONDARY GRADES PROVIDES A GUIDE TO 21 LEARNING ACTIVITIES AND AN INTRODUCTORY RATIONALE. EACH ACTIVITY CONTAINS A BEHAVIORAL OBJECTIVE, MATERIALS LISTS, AND TEACHING PROCEDURES. TRANSPARENCIES AND CHARTS ILLUSTRATE THE TEXT. THE LEARNING EXPERIENCES INCLUDE WRITING A CHECK, FILING, USING THE TELEPHONE, AN INTRODUCTION TO BUSINESS MACHINES AND SHORTHAND, AND A FIELD TRIP. TEACHING TECHNIQUES INCLUDE DISCUSSION, DEMONSTRATION, AND STUDENT PARTICIPATION. AN EQUIPMENT AND MATERIALS LIST COMPLETES THE UNIT, WRITTEN BY A VOCATIONAL CENTER TEACHER TO INCREASE STUDENT AWARENESS OF CAREER OPPORTUNITIES IN BUSINESS. (AG)

VT 015 629
METALWORKING. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 47P.PAES COLLECTION

DESCRIPTORS - UNIT PLAN; *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; BEHAVIORAL OBJECTIVES; *METAL WORKING OCCUPATIONS; SHEET METAL WORK; WELDERS; SECONDARY GRADES; OCCUPATIONAL INFORMATION; TEACHING PROCEDURES; WORKSHEETS; *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; FIELD TRIPS; EDUCATIONAL EQUIPMENT; *LEARNING ACTIVITIES
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE ON METALWORKING OCCUPATIONS CONTAINS AN INTRODUCTORY RATIONALE AND 21 "HANDS-ON" LEARNING ACTIVITIES INVOLVING MACHINE SHOP, SHEET METAL, AND WELDING. WORKSHEETS AND LISTS OF EQUIPMENT WITH COSTS ARE PROVIDED. TWO FIELD TRIPS ARE INCLUDED. STUDENTS WILL LEARN HOW TO READ SIMPLE BLUEPRINTS AND HOW TO USE BASIC TOOLS. EACH ACTIVITY CONTAINS AN OBJECTIVE, MATERIALS LISTS, AND TEACHING PROCEDURES. (AG)

VT 015 630
EPTING, HELEN
CHILD CARE. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

COLUMBIA AREA VOCATIONAL CENTER, S.C.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 44P.PAES COLLECTION

DESCRIPTORS - *LESSON PLANS; *CHILD CARE OCCUPATIONS; BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; *DAY CARE SERVICES; LEARNING ACTIVITIES; *UNITS OF STUDY (SUBJECT FIELDS); NURSERY SCHOOLS; KINDERGARTEN; *TEACHING GUIDES; REFERENCE MATERIALS; VISUAL AIDS; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; EDUCATIONAL EQUIPMENT
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE ON CHILD CARE, WRITTEN BY A TEACHER, CONTAINS AN INTRODUCTORY RATIONALE, 10 LEARNING ACTIVITIES, REFERENCE AND MATERIALS LISTS, AND VISUAL AIDS. EACH ACTIVITY CONTAINS BEHAVIORAL OBJECTIVES, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. CHILD-CARE CENTERS, ART, MUSIC, LITERATURE, AND SCIENCE ACTIVITIES ARE DISCUSSED. (AG)

VT 015 631
WRIGHT, JAMES E.
BUILDING CONSTRUCTION. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.;CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 57P.PAES COLLECTION

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; *TEACHING GUIDES; *BUILDING TRADES; CONSTRUCTION INDUSTRY; OCCUPATIONAL INFORMATION; BEHAVIORAL OBJECTIVES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; REFERENCE MATERIALS; LEARNING ACTIVITIES; JOB SKILLS; TEACHING PROCEDURES; EDUCATIONAL EQUIPMENT; VISUAL AIDS; TEACHING TECHNIQUES
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT FOR A TEACHING GUIDE ON BUILDING CONSTRUCTION, WRITTEN BY A TEACHER, CONTAINS AN INTRODUCTORY RATIONALE

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AND 16 LEARNING ACTIVITIES FOCUSING ON CARPENTRY, PLUMBING, HOUSEWIRING, AND BRICKLAYING. EACH ACTIVITY CONTAINS A BEHAVIORAL OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. TRANSPARENCIES AND DIAGRAMS ILLUSTRATE THE TEXT. TEACHING TECHNIQUES INCLUDE THE USE OF AUDIOVISUAL AIDS, DISCUSSIONS, DEMONSTRATIONS, AND "HANDS-ON" PROJECTS. RESOURCE AND REFERENCES LISTS COMPLETE THE UNIT. (AG)

VT 015 632
SANDERS, HARRY E.
POWER MECHANICS. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

TRI-COUNTY TECH SCHOOL, COPE, S.C.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC415
PUB DATE - JUN71 96P.PAES COLLECTION

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; *AUTO MECHANICS (OCCUPATION); *POWER MECHANICS; *TEACHING GUIDES; OCCUPATIONAL INFORMATION; BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; REFERENCE MATERIALS; VISUAL AIDS; EQUIPMENT; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE ON POWER MECHANICS, WRITTEN BY A MECHANICS INSTRUCTOR, FOCUSES ON AUTO MECHANICS BY MEANS OF 12 LEARNING ACTIVITIES. A WIDE VARIETY OF DIAGRAMS ILLUSTRATE THE TEXT. EACH ACTIVITY INCLUDES A BEHAVIORAL OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. TEACHING TECHNIQUES INCLUDE FIELD TRIPS, RESEARCH, USE OF AUDIOVISUAL AIDS, DISCUSSIONS, AND "HANDS-ON" LEARNING EXPERIENCES. THE INTRODUCTORY RATIONALE BRIEFLY DESCRIBES CAREER OPPORTUNITIES IN POWER MECHANICS. RESOURCE AND REFERENCE LISTS COMPLETE THE UNIT. (AG)

VT 015 633
SMITH, NELLE C.
HEALTH OCCUPATIONS. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC415
PUB DATE - JUN71 28P.PAES COLLECTION

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; *HEALTH OCCUPATIONS EDUCATION; *HEALTH SERVICES; FIRST AID; BEHAVIORAL OBJECTIVES; OCCUPATIONAL INFORMATION; RESOURCE MATERIALS; TEACHING PROCEDURES; *TEACHING GUIDES; REFERENCE MATERIALS; LEARNING ACTIVITIES; TEACHING TECHNIQUES; INSTRUCTIONAL MATERIALS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE ON HEALTH OCCUPATIONS CONTAINS AN INTRODUCTORY RATIONALE, 20 LEARNING ACTIVITIES, AND ADDITIONAL TEACHING SUGGESTIONS. REFERENCE AND MATERIALS LISTS ARE ALSO INCLUDED IN THIS UNIT, WHICH WAS WRITTEN BY A NURSE. EACH ACTIVITY INCLUDES A BEHAVIORAL OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. TEACHING TECHNIQUES INCLUDE DISCUSSION, DEMONSTRATION, "HANDS-ON" FIRST AID EXPERIENCES, AND THE USE OF AUDIOVISUAL AIDS. RESOURCE SPEAKERS DISCUSS CAREER OPPORTUNITIES, GUIDING STUDENTS TO SELECT A PARTICULAR HEALTH OCCUPATIONAL AREA TO OBSERVE. (AG)

VT 015 635
STABLER,NICK
GRAPHIC ARTS. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC415
PUB DATE - JUN71 38P.PAES COLLECTION

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; *LEARNING ACTIVITIES; *TEACHING GUIDES; BEHAVIORAL OBJECTIVES; TEACHING TECHNIQUES; TEACHING PROCEDURES; VISUAL AIDS; COMMUNICATIONS; RESOURCE MATERIALS; BUSINESS EDUCATION; *GRAPHIC ARTS; PRINTING; INSTRUCTIONAL MATERIALS; COSTS; FIELD TRIPS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE WRITTEN BY A TEACHER ON GRAPHIC ARTS WILL DIRECT THE STUDENT TOWARD ADVANCED WORK IN VOCATIONAL EDUCATION AND ALLOW EXPLORATION OF CAREER OPPORTUNITIES IN GRAPHIC ARTS. THE UNIT INCLUDES 20 LEARNING ACTIVITIES WITH BEHAVIORAL OBJECTIVES, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. DIAGRAMS ILLUSTRATE THE TEXT. RESOURCE LISTS WITH COSTS COMPLETE THE GUIDE. TEACHING TECHNIQUES INCLUDE DISCUSSION, A FIELD TRIP, "HANDS-ON" EXPERIENCES, AND THE USE OF AUDIOVISUAL AIDS. (AG)

VT 015 636
MORGAN, BOBBY
AIR CONDITIONING AND REFRIGERATION. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

DILLON AREA VOCATIONAL CENTER, S.C.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC415
PUB DATE - JUN71 71P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; EDUCATIONAL EQUIPMENT; *TEACHING GUIDES; LEARNING ACTIVITIES; PROGRAM COSTS; VISUAL AIDS; FIELD TRIPS; TEACHING PROCEDURES; EDUCATIONAL OBJECTIVES; *CAREER OPPORTUNITIES; REFERENCE MATERIALS; SECONDARY GRADES; RESOURCE MATERIALS; *UNITS OF STUDY (SUBJECT FIELDS); *AIR CONDITIONING; REFRIGERATION; INSTRUCTIONAL AIDS; OCCUPATIONAL INFORMATION
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF AN INSTRUCTIONAL UNIT ON AIR CONDITIONING AND

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REFRIGERATION INCLUDES AN INTRODUCTORY RATIONALE AND 27 LEARNING ACTIVITIES. DIAGRAMS AND DRAWINGS ILLUSTRATE THE TEXT, WRITTEN BY A TEACHER. EACH ACTIVITY CONTAINS AN OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, TEACHING PROCEDURES, AND REFERENCE MATERIALS. VOCATIONAL OPPORTUNITIES ARE DISCUSSED, AND FOUR INSTRUCTIONAL TRIPS ARE INCLUDED IN THE ACTIVITIES. A LIST OF COURSE COSTS COMPLETES THE UNIT. (AG)

VT 015 637
HASTY, LISWA
FOOD SERVICE. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C415
PUB DATE - JUN71 34P.PAES COLLECTION

DESCRIPTORS - *LEARNING ACTIVITIES; *CAREER EDUCATION; *CAREER OPPORTUNITIES; *UNITS OF STUDY (SUBJECT FIELDS); *FOOD SERVICE OCCUPATIONS; RESOURCE MATERIALS; *REFERENCE MATERIALS; STUDENT EVALUATION; FOOD SERVICE WORKERS; TEACHING TECHNIQUES; AUDIOVISUAL AIDS; INSTRUCTIONAL AIDS; SECONDARY GRADES
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A 30-HOUR INSTRUCTIONAL UNIT ON FOOD SERVICE INCLUDES 21 LEARNING ACTIVITIES, A RESOURCE LIST, AND A STUDENT EVALUATION WORKSHEET. THE ACTIVITIES FOCUS ON VOCATIONAL AWARENESS, APTITUDE TESTING FOR FOOD SERVICE, AND THE TECHNIQUES OF FOOD SERVICE. EACH ACTIVITY CONTAINS AN OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. THE UNIT, WRITTEN BY A TEACHER, USES AUDIOVISUAL AIDS, DISCUSSIONS, RESOURCE SPEAKERS, AND FIELD TRIPS AS TEACHING TECHNIQUES, TOGETHER WITH LABORATORY WORK. AN INTRODUCTORY RATIONALE, AN OBSERVATION WORKSHEET FOR FOOD SERVICE ESTABLISHMENTS, AND REFERENCE MATERIALS COMPLETE THE UNIT. (AG)

VT 015 638
STEADMAN, JERRY
MECHANICAL DRAWING. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C415
PUB DATE - JUN71 17P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; INDUSTRIAL EDUCATION; *DRAFTING; PREVOCATIONAL EDUCATION; VISUAL AIDS; TEACHING GUIDES; TEACHING PROCEDURES; EDUCATIONAL OBJECTIVES; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; *EDUCATIONAL EQUIPMENT; *ENGINEERING DRAWING; CONSTRUCTION (PROCESS); WORKSHEETS; UNIT PLAN; REFERENCE MATERIALS; *LEARNING ACTIVITIES
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT FOR AN INSTRUCTIONAL UNIT ON BASIC MECHANICAL DRAWING PROVIDES A BASIS FOR LEARNING DRAFTING. TEN CLASS ACTIVITIES GIVE TIME SPANS, OBJECTIVES, MATERIALS, AND TEACHING PROCEDURES. AN INTRODUCTORY RATIONALE DESCRIBES VOCATIONAL OPPORTUNITIES IN DRAFTING. AN EQUIPMENT LIST AND FIVE WORKSHEETS COMPLETE THE UNIT, WRITTEN BY A TEACHER. (AG)

VT 015 639
HICKS, BILL
ELECTRICITY. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C415
PUB DATE - JUN71 49P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *LEARNING ACTIVITIES; CAREER OPPORTUNITIES; FIELD TRIPS; OBJECTIVES; *ELECTRIC CIRCUITS; INSTRUCTIONAL AIDS; ELECTRICITY; *UNITS OF STUDY (SUBJECT FIELDS); TEACHING PROCEDURES; EQUIPMENT; COSTS; RESOURCE MATERIALS; *INDUSTRIAL ARTS; SECONDARY GRADES
IDENTIFIERS - BEGINNING COMPETENCE; CAREER AWARENESS

ABSTRACT - THIS ROUGH DRAFT OF A 30-HOUR BEGINNING INSTRUCTIONAL UNIT ON ELECTRICITY PRESENTS CAREER INFORMATION AND 25 LEARNING ACTIVITIES INVOLVING THE ASSEMBLY OF ELECTRIC CIRCUITS. EACH "HANDS-ON" ACTIVITY INCLUDES A PERFORMANCE OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. DIAGRAMS AND DRAWINGS ILLUSTRATE THE TEXT, WHICH WAS WRITTEN BY A TEACHER. FIELD TRIPS AND RESOURCE SPEAKERS PROVIDE OPPORTUNITIES FOR VOCATIONAL ORIENTATION. A LIST OF TOOLS AND EQUIPMENT WITH COSTS COMPLETES THE UNIT. (AG)

VT 015 640
ANDERSON, MIRIAM
DISTRIBUTIVE EDUCATION. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C0C415
PUB DATE - JUN71 17P.PAES COLLECTION

DESCRIPTORS - BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; *TEACHING GUIDES; COMMUNITY RESOURCES; *DISTRIBUTIVE EDUCATION; LESSON PLANS; LEARNING ACTIVITIES; *COOPERATIVE EDUCATION; COSTS; OCCUPATIONAL INFORMATION; RESOURCE MATERIALS; MARKETING; RETAILING; EDUCATIONAL EQUIPMENT; ON THE JOB TRAINING
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE WRITTEN BY A TEACHER ON DISTRIBUTIVE EDUCATION PROVIDES 12 COOPERATIVE LEARNING ACTIVITIES, AN INTRODUCTORY RATIONALE, AND A MATERIALS LIST WITH COSTS. DESIGNED FOR CLASSROOM INSTRUCTION AND ON-THE-JOB TRAINING, THE UNIT WILL BE DIRECTED BY A VOCATIONAL EDUCATION COORDINATOR WITH THE COOPERATION OF THE BUSINESSMEN IN THE COMMUNITY. EACH ACTIVITY INCLUDES BEHAVIORAL OBJECTIVES, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. TEACHING TECHNIQUES

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INCLUDE THE USE OF INTERVIEWS AND "HANDS-ON" EXPERIENCES INVOLVING SELLING, MARKETING, AND LAYOUT, AND STORE SERVICES. (AG)

VT 015 641
FINLEY, JUNE C.
COSMETOLOGY. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC415
PUB DATE - JUN71 52P.PAES COLLECTION

DESCRIPTORS - VOCATIONAL EDUCATION; OCCUPATIONAL INFORMATION; TEACHING PROCEDURES; BEHAVIORAL OBJECTIVES; *COSMETOLOGY; *TEACHING GUIDES; LESSON PLANS; FIELD TRIPS; HUMAN SERVICES; *RESOURCE MATERIALS; TEXTBOOKS; *UNITS OF STUDY (SUBJECT FIELDS); LEARNING ACTIVITIES; VISUAL AIDS; COSTS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE WRITTEN BY A TEACHER FOR A 30-DAY CAREER EXPLORATION UNIT ON COSMETOLOGY PRESENTS 29 LEARNING ACTIVITIES, AN INTRODUCTORY RATIONALE, AND A MATERIALS LIST WITH COSTS. TWO FIELD TRIPS AND TRANSPARENCIES ARE INCLUDED IN ADDITION TO THE "HANDS-ON" ACTIVITIES. EACH ACTIVITY CONTAINS BEHAVIORAL OBJECTIVES, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. THE TEACHING TECHNIQUES INCLUDE THE USE OF VISUAL AIDS, DISCUSSION, EXPLANATION, AND DEMONSTRATION OF INSTRUCTIONAL AIDS. CHAPTERS FROM A TEXTBOOK ON COSMETOLOGY ARE REVIEWED IN THE LESSONS. (AG)

VT 015 642
COLLINS, CONNIE M.
SEWING. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

GREENWOOD AREA VOCATIONAL CENTER, S.C.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC415
PUB DATE - JUN71 40P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *SEWING INSTRUCTION; COMMUNITY RESOURCES; FIELD TRIPS; INTERVIEWS; EDUCATIONAL OBJECTIVES; BIBLIOGRAPHIES; HUMAN SERVICES; MANUFACTURING; *LEARNING ACTIVITIES; *CLOTHING INSTRUCTION; NEEDLE TRADES; INSTRUCTIONAL MATERIALS; *TEACHING GUIDES; RESOURCE MATERIALS; TEACHING PROCEDURES; VOCATIONAL DEVELOPMENT; *PREVOCATIONAL EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS 1971 DRAFT OF AN INSTRUCTIONAL UNIT ON SEWING DESCRIBES 24 LEARNING ACTIVITIES AND FOUR SUPPLEMENTARY ACTIVITIES, EACH GIVING OBJECTIVES, EQUIPMENT, MATERIALS, AND TEACHING PROCEDURES. THE INTRODUCTION BRIEFLY DESCRIBES VOCATIONAL OPPORTUNITIES IN SEWING. EQUIPMENT COSTS AND A BIBLIOGRAPHY COMPLETE THE UNIT WHICH WAS WRITTEN BY A TEACHER AT A VOCATIONAL CENTER. THE CLASS ACTIVITIES FOCUS ON FIELD TRIPS, AN INTERVIEW, A RESOURCE SPEAKER, SIMPLE SEWING, AND USE OF A SEWING MACHINE. (AG)

VT 015 643
TAYLOR, W.C.
TEXTILES. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC415
PUB DATE - JUN71 33P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; *PREVOCATIONAL EDUCATION; RESOURCE MATERIALS; REFERENCE MATERIALS; TEACHING PROCEDURES; EDUCATIONAL OBJECTIVES; EDUCATIONAL EQUIPMENT; *VISUAL AIDS; *LEARNING ACTIVITIES; UNITS OF STUDY (SUBJECT FIELDS) UNIT PLAN; VOCABULARY; *TEXTILES INSTRUCTION; MANUFACTURING
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A BEGINNING INSTRUCTIONAL UNIT ON TEXTILES PROVIDES 10 LEARNING ACTIVITIES WITH DIAGRAMS AND ILLUSTRATIONS OF KNOT TYING. A VOCABULARY LIST, TRANSPARENCY LIST, AND STUDENT READING MATERIALS ARE INCLUDED. A LIST OF RESOURCE AND REFERENCE MATERIALS COMPLETES THE UNIT, WRITTEN BY A VOCATIONAL SCHOOL TEXTILES INSTRUCTOR. AN INTRODUCTORY RATIONALE DISCUSSES VOCATIONAL OPPORTUNITIES IN THE TEXTILE INDUSTRY. EACH ACTIVITY CONTAINS OBJECTIVES, MATERIALS AND EQUIPMENT LISTS, AND TEACHING PROCEDURES. (AG)

VT 015 651 ED(SEE NOV '72 RIE)
CRAWFORD, FRED L.
CAREER PLANNING FOR THE BLIND. A MANUAL FOR STUDENTS AND TEACHERS.

HADLEY SCHOOL FOR THE BLIND, WINNETKA, ILL. VOCATIONAL REHABILITATION ADMINISTRATION (DHEW), WASHINGTON, D.C.;MOUNT PROSPECT LIONS CLUB, ILL.
EDRS PRICE MF-$0.65 HC-$6.58.
CVTE-XCC696
THE HADLEY SCHOOL FOR THE BLIND, 700 ELM STREET, WINNETKA, ILLINOIS 60093 (PRINT, LG. TYPE, BRAILLE, RECORDS, $3.95)
PUB DATE - 66 197P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *CAREER PLANNING; *MANUALS; VOCATIONAL COUNSELING; *BLIND; HANDICAPPED STUDENTS; *VISUALLY HANDICAPPED; INSTRUCTIONAL MATERIALS; STUDY GUIDES; RETIREMENT; JOB PLACEMENT; OCCUPATIONAL INFORMATION; VOCATIONAL REHABILITATION; TEXTBOOKS; COURSE CONTENT; VOCATIONAL DEVELOPMENT; HOME STUDY; WORKBOOKS

ABSTRACT - WRITTEN BY THE ADMINISTRATOR OF EDUCATION AND PROFESSIONAL PLACEMENT SCIENCES OF THE NEW YORK ASSOCIATION FOR THE BLIND (THE LIGHTHOUSE), THIS MANUAL WAS DESIGNED FOR USE IN A CLASSROOM SITUATION, IN A TUTORIAL SETTING, OR BY A REHABILITATION CENTER AS AN INFORMAL TRAINING PROGRAM. IT ALSO FORMS THE BASIS FOR A CORRESPONDENCE STUDY COURSE AS OFFERED BY THE HADLEY SCHOOL

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FOR THE BLIND. INCLUDED IN THE MANUAL IS INFORMATION ON EVALUATING THE LABOR MARKET AND THE WORLD OF WORK AND A PRESENTATION OF METHODS AND TECHNIQUES FOR SELECTING A JOB. FOR THOSE WHO LOSE THEIR SIGHT IN ADULTHOOD, SUCH CHAPTERS AS THE ONE ON THE EFFECTS OF BLINDNESS IN PLANNING FOR EMPLOYMENT CAN HELP IN ADJUSTING TO THE NEW ENVIRONMENT OF THE BLIND. OTHER CHAPTERS DEAL WITH TOPICS SUCH AS: (1) WHAT IS A CAREER? (2) FACTORS THAT MAY CONTRIBUTE TO INDIVIDUAL SUCCESS, (3) COMMUNITY RESOURCES, (4) MEASUREMENT AND EVALUATION, (5) SELF-APPRAISAL, (6) SHOULD YOU HAVE HELP IN GETTING A JOB? (7) NEW CAREERS IN BUSINESS OR SELF-EMPLOYMENT, AND (8) PLANNING FOR RETIREMENT. ALSO INCLUDED IS A WORKBOOK FOR CAREER PLANNING. (AUTHOR/JS)

VT 015 656 ED 063 499
EMERGENCY VICTIM CARE. A TEXTBOOK FOR EMERGENCY MEDICAL PERSONNEL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
EDRS PRICE MF-$0.65 HC-$13.16.
INSTRUCTIONAL MATERIALS LABORATORY, TRADE AND INDUSTRIAL EDUCATION, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($4.25)
PUB DATE - 71 356P.

DESCRIPTORS - *EMERGENCY SQUAD PERSONNEL; INSTRUCTIONAL MATERIALS; *TEXTBOOKS; *HEALTH OCCUPATIONS EDUCATION; MEDICAL EDUCATION; PARAMEDICAL OCCUPATIONS; SAFETY EDUCATION; DRUG ABUSE; EQUIPMENT; *STUDY GUIDES; FIRST AID; RESCUE; MANUALS; CAREER EDUCATION; BIBLIOGRAPHIES; ADULT EDUCATION; TRADE AND INDUSTRIAL EDUCATION; GLOSSARIES

ABSTRACT - THIS TEXTBOOK FOR EMERGENCY MEDICAL PERSONNEL SHOULD BE USEFUL TO FIRE DEPARTMENTS, PRIVATE AMBULANCE COMPANIES, INDUSTRIAL EMERGENCY AND RESCUE UNITS, POLICE DEPARTMENTS, AND NURSES. THE 30 ILLUSTRATED CHAPTERS COVER TOPICS SUCH AS: (1) EMERGENCY MEDICAL SERVICE VEHICLES, (2) SAFE DRIVING PRACTICES, (3) ANATOMY AND PHYSIOLOGY, (4) CLOSED CHEST HEART COMPRESSION AND RESUSCITATION, (5) BLEEDING CONTROL, (6) DRUG ABUSE, (7) BURNS AND ENVIRONMENTAL INJURIES, (8) CHILDBIRTH, (9) RADIATION ACCIDENTS, AND (10) POST MORTEM CONFERENCE-ACTION EVALUATION. ALSO INCLUDED ARE DATA ON CARDIAC MONITORING AND TELEMETRY, A GLOSSARY, AND A BIBLIOGRAPHY. A SEPARATE TEXT TO BE USED IN PRESENTING THE SKILLS OF RESCUE IS PRESENTLY BEING DEVELOPED. THIS DOCUMENT WAS DEVELOPED BY A STATE CONSULTANT WITH ASSISTANCE FROM A MEDICAL ADVISORY AND REVIEW COMMITTEE, AND IS A REVISION OF ED 016 836 (VT 004 066, AIM SUMMER 1968). (JS)

VT 015 684 ED(SEE OCT '72 RIE)
A CURRICULUM GUIDE FOR HUMAN RELATIONS EDUCATION IN OKLAHOMA SCHOOLS.

OKLAHOMA CURRICULUM IMPROVEMENT COMMISSION, OKLAHOMA CITY.
OKLAHOMA STATE DEPT. OF EDUCATION, OKLAHOMA CITY
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 71 48P.

DESCRIPTORS - *CURRICULUM GUIDES; *HUMAN RELATIONS; HUMAN RELATIONS PROGRAMS; *RESOURCE GUIDES; *INSERVICE TEACHER EDUCATION; CAREER EDUCATION; ELEMENTARY GRADES; SECONDARY GRADES; LEARNING ACTIVITIES; BEHAVIORALOBJECTIVES; EDUCATIONAL RESOURCES; *INTEGRATED CURRICULUM

ABSTRACT - DEVELOPED BY A STATE COMMITTEE ON HUMAN RELATIONS FOR ADMINISTRATORS, CLASSROOM TEACHERS, SPECIAL SERVICE PERSONNEL, PARENTS, AND COMMUNITY GROUPS, THIS CURRICULUM GUIDE CONTAINS IDEAS AND SUGGESTIONS FOR IMPLEMENTING PRINCIPLES OF HUMAN RELATIONS INTO THE EDUCATIONAL SYSTEM. MAJOR SECTIONS DISCUSS: (1) THE AMERICAN DEMOCRATIC SOCIETY, (2) MAJOR AREAS OF CONCERN OR CONFLICT IN HUMAN RELATIONS, (3) WHAT "GOOD HUMAN RELATIONS" MEANS, AND (4) IMPROVING HUMAN RELATIONS UNDERSTANDING IN THE SCHOOL. THE GUIDE ALSO CONTAINS NINE RESOURCE UNITS FOR DIFFERENT GRADE LEVELS, WHICH COVER SUCH TOPICS AS UNDERSTANDING DIFFERENT CULTURES, DEVELOPING SELF CONCEPTS, AND READING, AND FIVE INSERVICE TEACHER TRAINING PROGRAMS, WHICH COVER SUCH TOPICS AS BLACK MUSIC, DESEGREGATION, INTEGRATION, AND INDIAN EDUCATION. INCLUDED WITH THE RESOURCE UNITS AND INSERVICE PROGRAMS ARE CONCEPTS TO BE DEVELOPED, BEHAVIORAL OBJECTIVES, LEARNING ACTIVITIES, AND EDUCATIONAL RESOURCES. A SELF EVALUATION FORM FOR TEACHERS AND ADMINISTRATORS IS ALSO INCLUDED. (SB)

VT 015 687 ED 063 502
MICROFICHE COLLECTION OF CLEARINGHOUSE DOCUMENTS REPORTED IN ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM), VOLUME 5, NUMBER 3.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
PUB DATE - 72 17359

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; BUSINESS EDUCATION; AGRICULTURAL EDUCATION; DISTRIBUTIVE EDUCATION; HEALTH OCCUPATIONS EDUCATION; HOME ECONOMICS EDUCATION; INDUSTRIAL ARTS; TRADE AND INDUSTRIAL EDUCATION; INDEXES (LOCATERS); CLEARINGHOUSES; *MICROFICHE; DOCUMENTATION; INFORMATION STORAGE; INFORMATION RETRIEVAL

ABSTRACT - DOCUMENTS ANNOUNCED WITH VT NUMBERS ONLY IN VOLUME 5, NUMBER 3 (VT015 688) OF "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM) ARE INCLUDED IN THIS MICROFICHE SET. THE MICROFICHE SET IS ARRANGED IN THE FOLLOWING SEQUENCE: (1) A VOCATIONAL TECHNICAL (VT) NUMBER INDEX TO DOCUMENTS IN THE MICROFICHE COLLECTION, (2) THE SUBJECT AND AUTHOR INDEXES FROM AIM, AND (3) THE FULL TEXT OF DOCUMENTS LISTED IN THE VT NUMBER INDEX. THE TEXTS ARE FILMED CONTINUOUSLY IN VT NUMBER SEQUENCE. (CD)

VT 015 694 ED(SEE OCT '72 RIE)
HEALTH. AN INSTRUCTIONAL GUIDE.

LOS ANGELES CITY SCHOOLS, CALIF.

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EDRS PRICE MF-$0.65 HC-$26.31.
CVTE-N-118-X-LEA
PUB DATE - ND 753P.PAES COLLECTION

DESCRIPTORS - *HEALTH EDUCATION; *CURRICULUM GUIDES; TEACHING GUIDES; *SECONDARY GRADES; GRADE 11; GRADE 12; EDUCATIONAL OBJECTIVES; LEARNING ACTIVITIES; BIBLIOGRAPHIES; RESOURCE MATERIALS; EVALUATION TECHNIQUES; COURSE CONTENT; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS CURRICULUM GUIDE HAS BEEN PREPARED TO ASSIST SENIOR HIGH SCHOOL TEACHERS IN PROVIDING A 1-SEMESTER COURSE IN HEALTH FOR GRADE 11 OR 12. DEVELOPED BY TEACHERS, HEALTH COORDINATORS, SCHOOL HEALTH SERVICES PERSONNEL, AND REPRESENTATIVES OF 23 COMMUNITY HEALTH ORGANIZATIONS AND AGENCIES, THE GUIDE FIRST PRESENTS AN OVERVIEW OF THE BASIC CONCEPTS AND UNDERSTANDINGS TO BE DEVELOPED IN EACH OF THE SEVEN UNITS, WHICH COVER SUCH TOPICS AS NUTRITION, NARCOTICS, ALCOHOL, FIRST AID, AND CONSUMER PROTECTION. CONTAINED IN EACH UNIT ARE: (1) A DISCUSSION OF THE SCOPE OF THE UNIT, INCLUDING UNIT OBJECTIVES AND SUGGESTED TIME ALLOTMENTS WHICH RANGE FROM 1 TO 4 WEEKS, (2) AN OUTLINE OF THE CONTENT WHICH IS CORRELATED TO LEARNING ACTIVITIES AND RESOURCES, AND (3) AN EXPLANATION OF SUGGESTED EVALUATION PROCEDURES, INCLUDING TESTS AND INVENTORIES, CLASSWORK PERFORMANCE, SELF-APPRAISAL, AND TEACHER OBSERVATIONS. A BIBLIOGRAPHY OF BOOKS FOR EACH UNIT IS PROVIDED. (SB)

VT 015 709 ED(SEE OCT '72 RIE)
OSBORN, WILLIAM C., AND OTHERS
AN INSTRUCTIONAL PROGRAM FOR EMPLOYABILITY ORIENTATION.

HUMAN RESOURCES RESEARCH ORGANIZATION, ALEXANDRIA, VA.
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$13.16.
HUMRRO-TR-72-4
PUB DATE - FEB72 398P.

DESCRIPTORS - *CAREER EDUCATION; *DISADVANTAGED GROUPS; DECISION MAKING; CAREER PLANNING; *EMPLOYMENT QUALIFICATIONS; ADULT EDUCATION; MANUALS; *PROGRAM DEVELOPMENT; CURRICULUM GUIDES; RESOURCE GUIDES; *TEACHING GUIDES; INSTRUCTIONAL AIDS; EDUCATIONAL RESOURCES; BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; TEACHING METHODS; EDUCATIONAL EQUIPMENT
IDENTIFIERS - *WORK INCENTIVE PROGRAMS; WIN; EMPLOYMENT SKILLS

ABSTRACT - PREPARED BY A GROUP OF SCIENTISTS FROM AN ANALYSIS OF WORK INCENTIVE (WIN) PROGRAM GOALS AND A NATIONAL SURVEY TO IDENTIFY EXPECTED ENROLLEE BEHAVIOR, THIS 2-PART HANDBOOK IS INTENDED PRIMARILY FOR USE BY WIN TEAMS IN DEVELOPING AN EMPLOYABILITY TRAINING AND ORIENTATION PROGRAM FOR WIN POPULATIONS BUT WOULD BE USEFUL FOR WORK WITH SIMILAR TRAINEES. THE GOALS OF THE ORIENTATION PROGRAM ARE TO ENABLE THE ENROLLEE TO: (1) COPE WITH THE HOME ENVIRONMENT, (2) REALISTICALLY ASSESS HIS/HER VOCATIONAL GOALS, (3) OBTAIN AN APPROPRIATE JOB, AND (4) PERFORM SUCCESSFULLY WITHIN A VOCATION. PART 1 CONTAINS GUIDELINES TO BE USED BY PROGRAM MANGERS IN SPECIFYING AREAS TO BE INCLUDED IN THE PROGRAM, DETERMINING ENROLLEE NEEDS, AND SEQUENCING INSTRUCTIONAL UNITS. PART 2 IS INTENDED FOR THE CLASSROOM INSTRUCTOR AND CONSISTS OF 18 INSTRUCTIONAL MODULES, WHICH ENCOMASS TRAINING TOPICS ORGANIZED AROUND 51 BEHAVIORAL OBJECTIVES AND CONTAIN FROM ONE TO NINE INSTRUCTIONAL UNITS PER MODULE, TESTS FOR EVALUATING ENROLLEE ACHIEVEMENT, AND REFERENCES. THE INSTRUCTIONAL UNITS CONTAIN GOALS, SUGGESTED TEACHING METHODS AND PROCEDURES, MATERIALS, SUPPORT MATERIAL IN THE FORM OF ILLUSTRATIONS AND SAMPLE STUDENT MATERIAL, AND AN INSTRUCTIONAL OUTLINE SHOWING THE RELATIONSHIP BETWEEN INSTRUCTIONAL STEPS AND THE SKILL AND KNOWLEDGE REQUIREMENTS COVERED IN THE UNIT. (SB)

VT 015 710 ED 063 503
ALLEN, THOMAS R., JR.
COOPERATIVE VOCATIONAL EDUCATION COORDINATOR'S HANDBOOK. VOLUME II, OPERATION AND ADMINISTRATION.

MARSHALL UNIV., HUNTINGTON, W.VA. DEPT. OF VOCATIONAL-TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 72 72P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *PROGRAM GUIDES; PROGRAM PLANNING; *PROGRAM ADMINISTRATION; *PROGRAM COORDINATION; SECONDARY EDUCATION; ADULT EDUCATION; LEGISLATION; RESEARCH NEEDS; ADVISORY COMMITTEES; YOUTH CLUBS; *PROGRAM EVALUATION; CHECK LISTS
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - DEVELOPED AS THE SECOND PART OF A 2-VOLUME PROGRAM GUIDE, THIS DOCUMENT SHOULD BE OF PARTICULAR INTEREST TO COORDINATORS AND ADMINISTRATORS OF COOPERATIVE VOCATIONAL EDUCATION PROGRAMS ON BOTH THE SECONDARY AND POST SECONDARY LEVELS. MAJOR SECTIONS OF THE GUIDE ARE: (1) PLANNING ACTIVITIES FOR COOPERATIVE VOCATIONAL EDUCATION PROGRAMS, (2) ADVISORY COMMITTEE, (3) YOUTH ORGANIZATIONS, (4) EXISTING VOCATIONAL YOUTH ORGANIZATIONS, (5) ADULT EDUCATION, (6) FEDERAL AND STATE LAWS, AND (7) PROVIDING FOR RESEARCH IN COOPERATIVE VOCATIONAL EDUCATION. CHECKLISTS FOR THE EVALUATION OF COOPERATIVE PROGRAMS AND RELATED SECTIONS OF THE WEST VIRGINIA STATE PLAN ARE ALSO INCLUDED. VOLUME I OF THIS PROGRAM GUIDE IS AVAILABLE AS VT 015 711, IN THIS ISSUE. (JS)

VT 015 711 ED 063 504
ALLEN, THOMAS R., JR.
COOPERATIVE VOCATIONAL EDUCATION COORDINATOR'S HANDBOOK. VOLUME I.

MARSHALL UNIV., HUNTINGTON, W.VA. DEPT. OF VOCATIONAL-TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - 72 103P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *PROGRAM GUIDES; EDUCATIONAL PHILOSOPHY; EDUCATIONAL OBJECTIVES; TEACHING METHODS; TEACHER ROLE; *INSTRUCTOR COORDINATORS; OCCUPATIONAL GUIDANCE; *PROGRAM COORDINATION; PUBLIC RELATIONS; SECONDARY EDUCATION; POST SECONDARY EDUCATION; *PROGRAM PLANNING

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AIM/VOL 5 NO 4

IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - DEVELOPED AS THE FIRST PART OF A 2-VOLUME PROGRAM GUIDE, THIS DOCUMENT SHOULD BE USEFUL TO PLANNERS OF COOPERATIVE VOCATIONAL EDUCATION PROGRAMS IN BOTH THE SECONDARY AND POST-SECONDARY EDUCATION LEVELS. DISCUSSED IN THE PROGRAM GUIDE ARE: (1) THE PHILOSOPHY AND OBJECTIVES OF COOPERATIVE VOCATIONAL EDUCATION, (2) THE ROLE OF THE TEACHER-COORDINATOR, (3) TEACHING REQUIREMENTS, (4) THE FUNCTIONS OF GUIDANCE, (5) COORDINATION ACTIVITIES, AND (6) PUBLIC RELATIONS TECHNIQUES. SAMPLES OF MATERIALS DEALING WITH STUDENT'S APPLICATION AND PLACEMENT, INTEREST QUESTIONNAIRE, WEEKLY PRODUCTION REPORT, AND INSTRUCTOR'S COMMUNITY SURVEY, TRAINING PLAN, AND COORDINATION RECORD ARE INCLUDED. VOLUME II OF THIS PROGRAM GUIDE IS AVAILABLE AS VT 015 710, IN THIS ISSUE. (JS)

VT 015 712 ED 063 505
BUSINESS AND OFFICE EDUCATION--INSTRUCTIONAL MATERIALS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
BIB-SER-9 BR-7-0158
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
PUB DATE - 72 128P.COMPILATION OF ABSTRACTS FROM ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION, 1967-1971

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *ABSTRACTS; *RESOURCE GUIDES; *BUSINESS EDUCATION; OFFICE OCCUPATIONS EDUCATION; SECONDARY GRADES; POST SECONDARY GRADES; ADULT EDUCATION; CAREER EDUCATION; *INDEXES (LOCATERS)

ABSTRACT - THIS COMPILATION PRESENTS OVER 200 RESUMES OF INSTRUCTIONAL MATERIALS IN BUSINESS AND OFFICE EDUCATION, WHICH HAVE APPEARED QUARTERLY IN "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM), FALL 1967 THROUGH FALL 1971. RESUMES COVER A BROAD RANGE OF FIELDS AND OCCUPATIONS SUCH AS ACCOUNTING, BOOKKEEPING, BUSINESS ADMINISTRATION, OFFICE MANAGEMENT, RECORDKEEPING, AND STENOGRAPHY. THE RESUMES ARE ARRANGED IN ASCENDING ORDER ACCORDING TO AN ACCESSION NUMBER AND INCLUDE THE FOLLOWING INFORMATION: (1) AUTHOR(S), (2) TITLE, (3) INSTITUTIONAL SOURCE, (4) SPONSORING AGENCY, (5) GRANT, CONTRACT, AND PROGRAM AREA NUMBERS, (6) REPORT AND BUREAU NUMBERS, (7) SOURCES OF AVAILABILITY, (8) DESCRIPTORS AND IDENTIFIERS WHICH CHARACTERIZE THE CONTENTS OF THE DOCUMENT, AND (9) AN ABSTRACT OF THE DOCUMENT. AUTHOR, SUBJECT, AND CONVERSION OF DOCUMENT NUMBER INDEXES ARE INCLUDED TO HELP LOCATE THE ABSTRACTS BY PAGE NUMBER AND ACCESSION NUMBER. THE FULL TEXTS OF DOCUMENTS ARE AVAILABLE FROM THE ORIGINAL SOURCES OR FROM ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) AS MICROFICHE OR XEROX REPRODUCTIONS. A SAMPLE RESUME AND ORDERING INFORMATION FOR AIM AND EDRS REPRODUCTION ARE PROVIDED IN AN INTRODUCTORY SECTION. (SB)

VT 015 726 ED(SEE OCT '72 RIE)
CAREER DEVELOPMENT RESOURCE GUIDE, GRADES 6-8. IT'S TIME TO PLAN.

HOWARD COUNTY BOARD OF EDUCATION, CLARKSVILLE, MD.
EDRS PRICE MF-$0.65 HC-$6.58.
CVTE-CCC7EE-X-PAES
PUB DATE - 71 161P.

DESCRIPTORS - *CAREER EDUCATION; *RESOURCE GUIDES; TEACHING GUIDES; BIBLIOGRAPHIES; *INTERMEDIATE GRADES; OCCUPATIONS; OCCUPATIONAL INFORMATION; *INTEGRATED CURRICULUM; *VOCATIONAL DEVELOPMENT; SELF CONCEPT; WORK ATTITUDES; LEISURE TIME; LEARNING ACTIVITIES; EDUCATIONAL OBJECTIVES; UNIT PLAN; TEACHING PROCEDURES; EVALUATION TECHNIQUES
IDENTIFIERS - *CAREER EXPLORATION; SELF AWARENESS; ATTITUDE APPRECIATIONS

ABSTRACT - DEVELOPED BY A SUPERVISOR OF GUIDANCE AND TESTING AND A SUPERVISOR OF VOCATIONAL EDUCATION AND INDUSTRIAL ARTS, WITH THE AID OF MIDDLE SCHOOL TEACHERS, COUNSELORS, AND CONSULTANTS, THIS RESOURCE GUIDE FOR GRADES 6-8 CONTAINS IDEAS AND ACTIVITIES FOR INCORPORATING A PROGRAM OF CAREER EXPLORATION INTO THE MIDDLE SCHOOL CURRICULUM. INTENDED TO HELP CHILDREN DEVELOP POSITIVE AND REALISTIC SELF CONCEPTS, WHOLESOME WORK ATTITUDES, AND KNOWLEDGE OF THE WORLD OF WORK AND PROFITABLE USE OF LEISURE TIME, EXPLORATION ACTIVITIES ARE SUGGESTED BY GRADE LEVEL FOR SOCIAL STUDIES, LANGUAGE ARTS, MATHEMATICS, SCIENCE, ART, MUSIC, HOME ECONOMICS, INDUSTRIAL ARTS, AND PHYSICAL EDUCATION. SAMPLE LESSON PLANS KEYED TO A GENERALIZATION AND DEVELOPMENTAL CONCEPT AND CONTAINING RATIONALES, OBJECTIVES, TEACHING STRATEGIES, AND EVALUATION SUGGESTIONS ARE INCLUDED FOR EACH SUBJECT MATTER AREA. A NUMBER OF TECHNIQUES ARE SUGGESTED FOR ACCOMPLISHING THE CONCEPTS, INCLUDING FIELD TRIPS, RESOURCE PERSONS, CLASS DISCUSSIONS, FILMS AND FILMSTRIPS, AND INDIVIDUAL PROJECTS. SAMPLE STUDENT MATERIALS AND A BIBLIOGRAPHY OF TEACHER AND STUDENT REFERENCES ARE INCLUDED. A RESOURCE GUIDE FOR GRADES K-5 IS AVAILABLE AS VT 015 727 IN THIS ISSUE. (SE)

VT 015 727 ED(SEE OCT '72 RIE)
CAREER DEVELOPMENT RESOURCE GUIDE, K-5.

HOWARD COUNTY BOARD OF EDUCATION, CLARKSVILLE, MD.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - ND 80P.

DESCRIPTORS - CAREER EDUCATION; *RESOURCE GUIDES; BIBLIOGRAPHIES; OCCUPATIONS; OCCUPATIONAL INFORMATION; SELF CONCEPT; WORK ATTITUDES; LEISURE TIME; *INTEGRATED CURRICULUM; EDUCATIONAL OBJECTIVES; LEARNING ACTIVITIES; *ELEMENTARY GRADES; *VOCATIONAL DEVELOPMENT; TEACHING PROCEDURES; EVALUATION TECHNIQUES; UNIT PLAN
IDENTIFIERS - SELF AWARENESS; ATTITUDES APPRECIATIONS; *CAREER AWARENESS

ABSTRACT - DEVELOPED BY A SUPERVISOR OF

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GUIDANCE AND TESTING AND A SUPERVISOR OF VOCATIONAL EDUCATION AND INDUSTRIAL ARTS WITH THE AID OF ELEMENTARY TEACHERS, COUNSELORS, AND CONSULTANTS, THIS RESOURCE GUIDE FOR GRADES K-5 CONTAINS IDEAS AND ACTIVITIES FOR IMPLEMENTING A PROGRAM OF OCCUPATIONAL AWARENESS INTO THE EXISTING ELEMENTARY SCHOOL CURRICULUM. THE MATERIALS IN THE GUIDE ARE INTENDED TO HELP CHILDREN DEVELOP: (1) A POSITIVE AND REALISTIC SELF CONCEPT, (2) KNOWLEDGE OF THE WORLD OF WORK, (3) WHOLESOME WORK ATTITUDES, AND (4) USING LEISURE TIME PROFITABLY. FOR EACH OF THESE MAJOR CONCEPT AREAS, GENERALIZATIONS ARE LISTED, AND ACTIVITIES AND IDEAS ARE SUGGESTED FOR EACH GRADE LEVEL. A VARIETY OF TECHNIQUES ARE SUGGESTED FOR ACCOMPLISHING THE CONCEPTS, INCLUDING ROLE PLAYING, FIELD TRIPS, CLASS DISCUSSIONS, FILMS AND FILMSTRIPS, AND INDIVIDUAL PROJECTS. TWO SAMPLE UNIT PLANS CONTAINING RATIONALES, OBJECTIVES, TEACHING STRATEGIES, AND EVALUATION SUGGESTIONS ARE PROVIDED FOR DEVELOPING WHOLESOME WORK ATTITUDES AND KNOWLEDGE OF THE WORLD OF WORK AND FOR USING LEISURE TIME PROFITABLY. SAMPLE CROSSWORD PUZZLES, A WORD MAZE, OTHER STUDENT MATERIALS, AND A BIBLIOGRAPHY OF TEACHER AND STUDENT REFERENCES ARE INCLUDED. A RESOURCE GUIDE FOR GRADES 6-8 IS AVAILABLE AS VT 015 726 IN THIS ISSUE. (SB)

VT 015 741
SEMANTICS.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-145-X-LEA
PUB DATE - ND 39P.PAES COLLECTION

DESCRIPTORS - *RESOURCE UNITS; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES; GENERALIZATIONS; *UNITS OF STUDY (SUBJECT FIELDS); GRADE 5; *LESSON PLANS; EVALUATION TECHNIQUES; VISUAL AIDS; PRETESTS; POST TESTING; ANSWER KEYS; TEACHING PROCEDURES; ENRICHMENT ACTIVITIES; *SEMANTICS; *COMMUNICATION (THOUGHT TRANSFER); FEEDBACK
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS 3- OR 5-WEEK RESOURCE UNIT ON SEMANTICS FOR GRADE 5 DEALS WITH THE PROCESS OF COMMUNICATION BY MEANS OF PHASE I LEARNING EXPERIENCES WITH CONCEPTS AND BEHAVIORAL OBJECTIVES, CORRELATED ASSIGNMENTS SELECTED FROM 13 PHASE II ACTIVITIES, AND 11 SUPPLEMENTARY PHASE III PROJECTS. THE APPENDED MATERIALS INCLUDE A TRANSPARENCY, A PRETEST AND A POSTTEST WITH ANSWER KEYS, A BIBLIOGRAPHY, AND A TEACHER DIRECTED FEEDBACK QUESTIONNAIRE. A BRIEF SOURCE LIST AND A CHECKLIST FOR THE PRETEST, INTENDED TO AID THE TEACHER IN STUDENT PLACEMENT FOR THE UNIT ACTIVITIES, COMPLETE THE RESOURCE MATERIALS. AN EXPLANATION OF THE UNIT STRUCTURE AND IDEAS FOR INTRODUCTORY ACTIVITIES ARE PROVIDED. EACH LESSON PLAN INCLUDES TEACHING PROCEDURES, A RESOURCE LIST, AND SUGGESTIONS FOR STUDENT EVALUATION. ADDITIONAL TEACHING IDEAS ENRICH THE UNIT. (AG)

VT 015 742
LANGUAGE AND THE DICTIONARY. SUGGESTED GRADE 3.

JEFFERSON COUNTY SCHOOL DISTRICT R-1, LAKEWOOD, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-I-147-X-LEA
PUB DATE - ND 73P.PAES COLLECTION

DESCRIPTORS - *RESOURCE UNITS; RESOURCE MATERIALS; TEXTBOOKS; *LANGUAGE SKILLS; GENERALIZATIONS; BEHAVIORAL OBJECTIVES; *LESSON PLANS; GRADE 3; *DICTIONARIES; EVALUATION TECHNIQUES; TEACHING PROCEDURES; *ENRICHMENT ACTIVITIES; WORKSHEETS; TRANSPARENCIES; BIBLIOGRAPHIES; FEEDBACK; PRETESTS; POST TESTING
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS RESOURCE UNIT SUGGESTED FOR GRADE 3 WITHOUT A SPECIFIC TIME ALLOTMENT FOCUSES ON LANGUAGE CONCEPTS AS A BASIS FOR BUILDING NEEDED DICTIONARY SKILLS. STUDENT PLACEMENT WITHIN THE UNIT FRAMEWORK IS DETERMINED BY ACHIEVEMENT ON THE INCLUDED PRETEST. THE 15 PHASE I LESSON PLANS PRESENT CONCEPTS WITH BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, TEXTBOOK REFERENCES, IDEAS FOR STUDENT EVALUATION, AND ADDITIONAL ACTIVITIES. THE 16 PHASE II ASSIGNMENTS, EXTENDING THE PHASE I CONCEPTS, INCLUDE THREE STUDENT WORKSHEETS. FOUR PHASE III ENRICHMENT PROJECTS COMPLETE THE LEARNING ACTIVITIES. THE EXTENSIVE APPENDED MATERIALS INCLUDE ACTIVITY WORKSHEETS, TRANSPARENCIES, THE PRE- OR POST-TEST, AND A BRIEF RESOURCE LIST. A BIBLIOGRAPHY AND A TEACHER DIRECTED FEEDBACK SHEET ARE ALSO PROVIDED. AN EXPLANATION OF THE UNIT STRUCTURE INTRODUCES THE RESOURCE MATERIALS. (AG)

VT 015 743
BICE, GARRY R.;GREEN, GARY Q.
HOW TO COMPLETE THE TENNESSEE VOCATIONAL-TECHNICAL PERSONNEL INFORMATION FORM.

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE.;TENNESSEE UNIV., KNOXVILLE. COLL. OF EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 53P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DATA COLLECTION; *PROGRAM ADMINISTRATION; INFORMATION SYSTEMS; *GUIDES; RECORDS (FORMS); *VOCATIONAL EDUCATION TEACHERS; PROGRAM EVALUATION; PROGRAM PLANNING
IDENTIFIERS - TENNESSEE

ABSTRACT - DESIGNED TO PROVIDE LOCAL, STATE, AND FEDERAL ADMINISTRATORS WITH BASIC NUMERICAL AND MANAGERIAL INFORMATION, THIS GUIDE WAS PREPARED TO ASSURE THAT ACCURATE EVALUATION DATA ARE COLLECTED ON VOCATIONAL EDUCATION PERSONNEL. INCLUDED IN THE GUIDE ARE: (1) PROCEDURES TO FOLLOW IN COMPLETING THE PERSONNEL FORM, (2) A SCRIPT TO BE USED BY PRINCIPALS OR COMPTROLLERS TO GUIDE PERSONNEL IN COMPLETING THE STATE INFORMATION FORM, (3) A LIST OF U.S. OFFICE OF EDUCATION CODE NUMBERS, (4) A LIST OF TENNESSEE SCHOOL NUMBERS, AND (5) A SAMPLE PERSONNEL INFORMATION SHEET. INFORMATION COLLECTED WITH THIS FORM WILL BE USED TO ALLOCATE STATE AND FEDERAL FUNDS AND TO JUSTIFY THE EXPENDITURES TO LEGISLATIVE BODIES. (JS)

VT 015 755 ED(SEE NOV '72 RIE)

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PRE-INDUSTRIAL PREPARATION PROGRAM HANDBOOK. VOCATIONAL-TECHNICAL EDUCATION.

HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.
EDRS PRICE MF-$0.65 HC-$6.58.
TAC-72-4520
PUB DATE - MAY72 134P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; *INSTRUCTIONAL MATERIALS; *PROGRAM GUIDES; PROGRAM ADMINISTRATION; VERBAL ABILITY; SCIENTIFIC METHODOLOGY; MATHEMATICAL EXPERIENCE; SECONDARY GRADES; *OCCUPATIONAL INFORMATION; SKILL DEVELOPMENT; ADMINISTRATIVE PRINCIPLES; EDUCATIONALLY DISADVANTAGED; *PREVOCATIONAL EDUCATION
IDENTIFIERS - *PROGRAM IMPLEMENTATION

ABSTRACT - DEVELOPED IN A WORKSHOP BY PRINCIPALS, COUNSELORS, AND TEACHERS, THIS HANDBOOK IS DESIGNED TO SERVE AS A GUIDE FOR PROGRAM IMPLEMENTATION AND TO PRESENT AN ORIENTATION TO THE PRE-INDUSTRIAL PREPARATION PROGRAM. THE PRIMARY GOAL OF THE PROGRAM IS TO HELP ACADEMICALLY DEPRIVED STUDENTS IMPROVE THEIR BASIC VERBAL, SCIENTIFIC, AND MATHEMATICAL SKILLS BY CORRELATING THE SPECIFIC OCCUPATIONAL EXPERIENCES TO THESE ACADEMIC SKILLS. THREE NEW SUBPROGRAMS ARE OFFERED TO STUDENTS: (1) TO TAKE EMPLOYMENT AT ENTRY-LEVEL JOBS ON GRADUATION, (2) TO MOVE TOWARD OCCUPATIONAL SPECIALIZATION AT COMMUNITY COLLEGES, TRADE AND TECHNICAL SCHOOLS, OR IN APPRENTICESHIPS, AND (3) TO CONTINUE ON INTO PREPARATION FOR PROFESSIONS. SAMPLE OCCUPATIONAL UNITS OF INSTRUCTION ARE INCLUDED IN THE AREAS OF: (1) BUSINESS, (2) PERSONAL/PUBLIC SERVICE, (3) FOOD SERVICE, (4) CONSTRUCTION/CIVIL TECHNOLOGY, (5) ELECTRICAL/ELECTRONICS, (6) MECHANICAL, AND (7) GRAPHIC ARTS. LISTS OF STANDARD TOOLS AND EQUIPMENT, SAMPLE PLANS FOR IMPLEMENTATION, TASK ANALYSIS INFORMATION, A PROGRAM EVALUATION INSTRUMENT, COURSES OF STUDY, AND A BEHAVIOR DESCRIPTION SCALE ARE APPENDED. (GEB)

VT 015 788
INVESTIGATING CAREER OPPORTUNITIES FOR THE FUTURE. CURRICULUM GUIDE (TENTATIVE).

LITTLE ROCK PUBLIC SCHOOLS, ARK.
ARKANSAS STATE BOARD OF VOCATIONAL EDUCATION, LITTLE ROCK.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CC0385-X-CCEM
PUB DATE - ND 290P.PAES COLLECTION

DESCRIPTORS - *CURRICULUM GUIDES; *VOCATIONAL DEVELOPMENT; *SECONDARY GRADES; LEARNING LABORATORIES; *SIMULATION; *OCCUPATIONAL CLUSTERS; TEACHING PROCEDURES; VISUAL AIDS; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; INDUSTRIAL ARTS; HOME ECONOMICS; BUSINESS; OCCUPATIONAL INFORMATION; TESTS; ANSWER KEYS; INSTRUCTIONAL AIDS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS TENTATIVE CURRICULUM GUIDE ON CAREER EXPLORATION FOR THE JUNIOR HIGH SCHOOL GRADES CONTAINS SIMULATED WORK EXPERIENCES IN LABORATORIES FOR OCCUPATIONAL CLUSTERS IN INDUSTRIAL ARTS, HOME ECONOMICS, AND BUSINESS EDUCATION. DEVELOPED BY A CURRICULUM COMMITTEE OF EDUCATORS IN THESE SUBJECT AREAS, THE UNIT INCLUDES TEACHING PROCEDURES CORRELATED TO RESOURCE MATERIALS SUCH AS HANDOUTS AND TRANSPARENCIES. BEHAVIORAL OBJECTIVES, OCCUPATIONAL INFORMATION, PRE- AND POST-TESTS, AND OTHER EVALUATION METHODS ARE ALSO PROVIDED. ANSWER KEYS ARE GIVEN FOR THE TESTS AND WORKSHEETS. FIVE SUPPLEMENTARY FORMS COMPLETE THE INSTRUCTIONAL MATERIALS. (AG)

VT 015 803
SUGGESTED SCIENCE EXPERIENCES FOR THE STUDY OF OCEANOGRAPHY. TEXT AND PUPIL MATERIAL.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-137-X-LEA
PUB DATE - 68 140P.PAES COLLECTION

DESCRIPTORS - *OCEANOLOGY; *SCIENCE ACTIVITIES; VISUAL AIDS; WORKSHEETS; BEHAVIORAL OBJECTIVES; *HIGH ACHIEVERS; *CURRICULUM GUIDES; *INTERMEDIATE GRADES; INSTRUCTIONAL MATERIALS; TEACHING PROCEDURES; BIBLIOGRAPHIES; HUMANITIES; FINE ARTS; RESOURCE MATERIALS; NATURAL RESOURCES; CAREER EDUCATION
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE INTENDS TO DEVELOP SCIENTIFIC CONCEPTS RELATED TO OCEANOGRAPHY FOR HIGH ACHIEVERS IN GRADES 3 THROUGH 6, AND TO DEVELOP STUDENT ACTIVITIES IN RELATED AREAS. DEVELOPED BY A COMMITTEE OF PARENTS AND TEACHERS, THE GUIDE IS SUPPLEMENTED BY STUDENT WORKSHEETS AND STUDY PRINTS. PART I OF THE TEACHING MATERIALS PRESENTS STUDENT LEARNING EXPERIENCES WITH BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, RESOURCE MATERIALS, BACKGROUND INFORMATION, AND RELATED ACTIVITIES IN OTHER SUBJECT AREAS. CHARTS AND DRAWINGS ILLUSTRATE THE TEXT. PART II INCLUDES ACTIVITIES IN THE FINE ARTS AND HUMANITIES RELATED TO OCEANOGRAPHY, BIBLIOGRAPHIES, AND TEACHING SUGGESTIONS. (AG)

VT 015 808
AUTO MECHANICS. PREVOCATIONAL FEEDER PROGRAM FOR GRADES 7 AND 8.

EASTON PUBLIC SCHOOLS, SOUTH EASTON, MASS.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CC0C46-X-CCEM
PUB DATE - ND 59P.PAES COLLECTION

DESCRIPTORS - GRADE 7; GRADE 8; *AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL INFORMATION; *TEACHING GUIDES; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES; *PERFORMANCE CONTRACTS; BIBLIOGRAPHIES; CAREER CHOICE; LEARNING ACTIVITIES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS GUIDE FOR AN ORIENTATION COURSE ON AUTO MECHANICS FOR GRADES 7 AND 8, DEVELOPED BY THREE INDUSTRIAL OCCUPATIONS TEACHERS AND TWO ADMINISTRATORS, PROVIDES A RATIONALE AND OCCUPATIONAL INFORMATION ENABLING THE STUDENT TO DECIDE IF HE WANTS TO PURSUE THIS VOCATIONAL AREA FURTHER. A

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BIBLIOGRAPHY AND RESOURCE LISTS ARE INCLUDED, AS WELL AS INFORMATION ON JOB CATEGORIES AND WORKING CONDITIONS. LISTS OF BEHAVIORAL OBJECTIVES CORRELATED TO PERFORMANCE CONTRACTS SUPPLEMENT THE UNIT. LEARNING ACTIVITIES ARE GIVEN FOR EACH CONTRACT. (AG)

VT 015 818
HEALTH CAREERS IN GREATER KANSAS CITY. A REFERENCE MANUAL FOR COUNSELORS.

KANSAS CITY AREA HOSPITAL ASSOCIATION, MO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000068-X-CCEM
PUB DATE - 71 69P.PAES COLLECTION

DESCRIPTORS - *REFERENCE MATERIALS; *MANUALS; *OCCUPATIONAL GUIDANCE; OCCUPATIONAL INFORMATION; *HEALTH OCCUPATIONS EDUCATION; VOCATIONAL COUNSELING; EDUCATIONAL FACILITIES; *CAREER OPPORTUNITIES; SALARIES; INSTRUCTIONAL AIDS
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS

ABSTRACT - THIS REFERENCE MANUAL FOR COUNSELORS DESCRIBES 43 HEALTH CAREER OPPORTUNITIES IN KANSAS CITY, GIVING JOB OUTLOOKS, PREREQUISITE EXPERIENCE, AND TRAINING FACILITIES. INTRODUCTORY LISTS OF HEALTH CAREERS ARE ARRANGED BY EDUCATIONAL REQUIREMENTS AND BY CAREER CATEGORY. GROUPED INTO SEVEN SECTIONS, THE VOCATIONS COVER THE AREAS OF HOSPITAL ADMINISTRATION, NURSING SERVICES, MEDICAL CARE, REHABILITATION AND THERAPY, TECHNOLOGY, PERSONAL AND COMMUNITY HEALTH, AND OTHER FIELDS. A LIST OF SALARY RANGES COMPLETES THE UNIT. (AG)

VT 015 820 ED(SEE OCT '72 RIE)
JOLLY, WILLIAM W., ED.
HANDS ON. A COMPREHENSIVE PROGRAM OF CAREER ORIENTATION FOR HIGH SCHOOL STUDENTS.

KNOX COUNTY DEPT. OF PUBLIC INSTRUCTION, KNOXVILLE. DEPT. OF VOCATIONAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$9.87.
CVTE-000094-X-CCEM
PUB DATE - 71 246P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; *OCCUPATIONAL INFORMATION; CAREER PLANNING; SECONDARY GRADES; SKILL DEVELOPMENT; EDUCATIONAL PHILOSOPHY; EDUCATIONAL OBJECTIVES; *LEARNING ACTIVITIES; *INSTRUCTIONAL MATERIALS; TEACHING GUIDES; *MANUALS; VOCATIONAL DEVELOPMENT; WORK ATTITUDES; DEVELOPMENTAL PROGRAMS
IDENTIFIERS - *OCCUPATIONAL EXPLORATION; SELF AWARENESS; CAREER AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - THIS PUBLICATION IS THE COMPLETED PORTION OF THE HIGH SCHOOL SEGMENT OF A COMPREHENSIVE PROGRAM FOR CONTEMPORARY CURRICULUM DESIGN IN VOCATIONAL EDUCATION. THE ENTIRE PROGRAM EMBRACES CAREER DEVELOPMENT CURRICULUM FOR KINDERGARTEN THROUGH GRADE 12 AND UTILIZES EXTENSIVE TEACHER-STUDENT PARTICIPATION IN THE DEVELOPMENT OF INSTRUCTIONAL MATERIALS. THIS DOCUMENT PRESENTS COMPLETED MATERIALS OF THE PLANNED FOUR MAJOR UNITS OF: (1) SELF-AWARENESS, (2) OCCUPATIONAL INFORMATION, (3) WORK ATTITUDES, AND (4) JOB EXPLORATION WITH HANDS-ON EXPERIENCES. THE FIRST CHAPTER IS DEVOTED TO A DISCUSSION OF CAREER ORIENTATION INCLUDING STATEMENTS OF PHILOSOPHY AND OBJECTIVES. THE SECOND CHAPTER INCLUDES INSTRUCTIONAL MATERIAL FOR THE UNIT ON JOB EXPLORATION WITH HANDS-ON EXPERIENCES. SPECIFIC TOPICS INCLUDE: (1) APPLIANCE SERVICE, (2) AUTO INDUSTRIES, (3) COMMERCIAL FOODS, (4) HEALTH OCCUPATIONS, (5) ORNAMENTAL HORTICULTURE, AND (6) WELDING. PERTINENT QUESTIONS AND ANSWERS REGARDING GENERAL OCCUPATION INFORMATION, AND ILLUSTRATED ACTIVITIES ARE PRESENTED FOR EACH TOPIC. (GEB)

VT 015 827 ED(SEE NOV '72 RIE)
OFFICIAL OCCUPATIONAL SKILLS PROGRAM HANDBOOK. VOCATIONAL-TECHNICAL EDUCATION. A HANDBOOK FOR THE OCCUPATIONAL SKILLS PROGRAM FOR SPECIAL EDUCATION STUDENTS.

HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB-TAC-72-4221
PUB DATE - 71 129P.

DESCRIPTORS - SECONDARY GRADES; HANDICAPPED STUDENTS; *SPECIAL EDUCATION; SERVICES; *VOCATIONAL DEVELOPMENT; BEHAVIORAL OBJECTIVES; *JOB SKILLS; PROGRAM DESCRIPTIONS; RESOURCE MATERIALS; LEARNING ACTIVITIES; OCCUPATIONAL CLUSTERS; PROGRAM EVALUATION; BIBLIOGRAPHIES; *PREVOCATIONAL EDUCATION; GUIDELINES; EMPLOYMENT OPPORTUNITIES; MANUALS; *TEACHING GUIDES; SKILL DEVELOPMENT
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS HANDBOOK, FOR USE IN A PREVOCATIONAL PROGRAM PROVIDING SPECIAL EDUCATION STUDENTS IN HIGH SCHOOL WITH OCCUPATIONAL SKILLS, PROVIDES GUIDELINES AND TEACHING PROCEDURES FOR USE IN IMPLEMENTING A PROGRAM AT DISTRICT OR SCHOOL LEVEL. AN OVERALL DESCRIPTION OF THE PROGRAM DELINEATES ROLES AND RESPONSIBILITIES OF ALL PROGRAM PARTICIPANTS, AND SUGGESTED OCCUPATIONAL SKILLS UNITS PROVIDE LEARNING ACTIVITIES FOR THE HANDICAPPED, RESOURCE LISTS, AND BEHAVIORAL OBJECTIVES FOR SPECIFIC JOBS WITHIN NINE OCCUPATIONAL CLUSTERS. FOR EACH OF THOSE JOBS OR GROUPS OF JOBS, RELATED SUBJECT AREAS AND MATERIALS LISTS ARE CORRELATED WITH SPECIFIC OCCUPATIONAL EXPERIENCES. PROGRAM EVALUATION SHEETS, A VOCABULARY LIST, A BIBLIOGRAPHY, AND GENERALIZATIONS FOR CAREER EDUCATION COMPLETE THE HANDBOOK, DEVELOPED BY TEACHERS, COUNSELORS, ADMINISTRATORS, AND REPRESENTATIVES FROM ORGANIZED LABOR. (AG)

VT 015 853
FACING FACTS ABOUT PREPARING FOR YOUR FUTURE.

PRUDENTIAL INSURANCE CO. OF AMERICA, NEWARK, N.J.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000203-X-CCEM
PRUDENTIAL, BOX 36, NEWARK, N.J., 07101
PUB DATE - ND 34P.PAES COLLECTION

DESCRIPTORS - *PAMPHLETS; *COLLEGE ADMISSION; *CAREER PLANNING; SECONDARY GRADES;

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*OCCUPATIONAL GUIDANCE; *SELF CONCEPT; VOCATIONAL DEVELOPMENT; REFERENCE MATERIALS; CAREER EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS PAMPHLET ON VOCATIONAL GUIDANCE FOR SENIOR HIGH STUDENTS, COUNSELORS, AND PARENTS PROVIDES SPECIFIC INFORMATION ON POST-GRADUATE TRAINING WITH AN EMPHASIS ON COLLEGE SELECTION AND SELF ASSESSMENT. PREPARED BY THE PRUDENTIAL INSURANCE COMPANY OF AMERICA, NEWARK, NEW JERSEY, THIS PAMPHLET INCLUDES A LIST OF REFERENCE MATERIALS. (AG)

VT 015 863 ED(SEE NOV '72 RIE)
WORKSHOP HANDBOOK: WRITING MEASURABLE OBJECTIVES FOR CAREER EDUCATION.

ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. VOCATIONAL AND TECHNICAL EDUCATION DIV.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - NO 89P.

DESCRIPTORS - *CAREER EDUCATION; *BEHAVIORAL OBJECTIVES; *MANUALS; GUIDELINES; PROGRAM DEVELOPMENT; *TECHNIQUES; *WRITING EXERCISES

ABSTRACT - DESIGNED FOR USE IN A 2-DAY WORKSHOP, THIS HANDBOOK EXPLAINS THE ADVANTAGES OF USING MEASURABLE OBJECTIVES IN CAREER EDUCATION AND INCLUDES TECHNIQUES FOR WRITING THE OBJECTIVES. ONE DAY (6 HOURS) SHOULD BE DEVOTED TO THE HANDBOOK, AND A SECOND TO WRITING WORK SESSIONS. ARRANGED IN OUTLINE FORMAT, THE COLOR-CODED HANDBOOK INCORPORATES SECTIONS ON: (1) WHAT ARE MEASURABLE OBJECTIVES? (2) WHY WRITE STUDENT PERFORMANCE OBJECTIVES? (3) WHY WRITE PROGRAM MANAGEMENT OBJECTIVES? (4) WHAT ARE THE COMPONENTS OF A MEASURABLE OBJECTIVE? AND (5) WHAT ARE SOME TECHNIQUES USEFUL IN WRITING MEASURABLE OBJECTIVES? INCLUDED IN THE APPENDIXES ARE TECHNIQUES FOR JOB COMPETENCY IDENTIFICATION AND PROCEDURES FOR OBJECTIVES WRITING. THIS BULLETIN WAS PREPARED BY A DEAN OF CAREER EDUCATION AND AN ASSOCIATE DEAN OF CURRICULUM DEVELOPMENT AT JOLIET JUNIOR COLLEGE, ILLINOIS, AND ASSISTANCE IN DESIGNING AND CONDUCTING SUCH A WORKSHOP IS AVAILABLE FROM THE AUTHORS OF THE DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION, ILLINOIS. (JS)

VT 015 864
CAREER EDUCATION K-6.

SEATTLE PUBLIC SCHOOLS, WASH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-[illegible]
PUB DA[illegible] SEP71 196P.PAES COLLECTION

DESCRIPTORS - BOOKLISTS; AUDIOVISUAL AIDS; *ELEMENTARY GRADES; *EDUCATIONAL OBJECTIVES; *CURRICULUM GUIDES; LEARNING ACTIVITIES; STUDENT EVALUATION; SELF CONCEPT; *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; VOCATIONAL DEVELOPMENT
IDENTIFIERS - EDUCATIONAL AWARENESS; CAREER AWARENESS

ABSTRACT - THIS TENTATIVE CURRICULUM GUIDE FOR A DEVELOPMENTAL CAREER ORIENTATION PROGRAM FOR THE ELEMENTARY GRADES PROVIDES AT EACH GRADE LEVEL GENERAL GOALS CORRELATED TO SPECIFIC CONCEPTS, BEHAVIORAL OBJECTIVES, LEARNING ACTIVITIES, AND SOURCE LISTS. DEVELOPED BY A TEAM OF TEACHERS AND CONSULTANTS IN A WORKSHOP, THE UNIT INCLUDES EXTENSIVE LISTS OF BOOKS AND AUDIOVISUAL AIDS. SPACE FOR THE TEACHER'S NOTES ON CLASS EVALUATION AND PROGRAM REVISION IS GIVEN. SELF APPRAISAL AND VOCATIONAL AWARENESS ARE STRESSED. (AG)

VT 015 881
GUIDE FOR OCCUPATIONAL INFORMATION. JUNIOR HIGH SPECIAL CURRICULUM, GRADES 7-8-9.

BALTIMORE CITY PUBLIC SCHOOLS, MD. DIV. OF SPECIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-CCC326-X-CCEM
PUB DATE - 69 211P.PAES COLLECTION

DESCRIPTORS - GRADE 7; GRADE 8; GRADE 9; *OCCUPATIONAL INFORMATION; *PREVOCATIONAL EDUCATION; *SPECIAL EDUCATION; *TEACHING GUIDES; *VOCATIONAL DEVELOPMENT; JOB APPLICATION; EDUCABLE MENTALLY HANDICAPPED; GENERALIZATIONS; RESOURCE MATERIALS; LEARNING ACTIVITIES; VISUAL AIDS; JOB PLACEMENT
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS TRIAL TEACHING GUIDE FOR SPECIAL CLASSES IN GRADES 7, 8, AND 9 PROVIDES OCCUPATIONAL INFORMATION ON UNSKILLED AND SEMISKILLED VOCATIONS BY MEANS OF GENERALIZATIONS CORRELATED WITH SUBJECT CONTENT AND LEARNING ACTIVITIES. RESOURCE MATERIALS ARE LISTED, TOGETHER WITH A TABLE FOR PLACEMENT OF UNITS AT EACH GRADE LEVEL. THE EXTENSIVE APPENDIXES COVER SAMPLE JOB APPLICATION FORMS AND VOCATIONAL REQUIREMENTS TO AID IN JOB PLACEMENT. DEVELOPED BY A SPECIAL CURRICULUM WRITING TEAM, THIS UNIT WILL HELP PREPARE THE SPECIAL STUDENT FOR THE WORKING WORLD. (AG)

VT 015 916 ED(SEE OCT '72 RIE)
GOSMAN, MINNA L.
MEDICAL TERMINOLOGY OF THE MUSCULOSKELETAL SYSTEM. MEDICAL RECORDS. INSTRUCTIONAL UNIT FOR THE MEDICAL TRANSCRIBER.

CALIFORNIA UNIV., LOS ANGELES. DIV. OF VOCATIONAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH
DOCUMENT NOT AVAILABLE FROM EDRS.
THE REGENTS, UNIV. OF CALIF., LA, DIVISION OF VOCATIONAL EDUCATION, ALLIED HEALTH PROFESSIONS PROJECTS, 1003 WILSHIRE BOULEVARD, SANTA MONICA, CALIFORNIA 90401
PUB DATE - APR72 125P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; STENOGRAPHY; OFFICE OCCUPATIONS EDUCATION; *HEALTH OCCUPATIONS EDUCATION; RESOURCE UNITS; *MEDICAL VOCABULARY; *STUDY GUIDES; VOCABULARY DEVELOPMENT; ASSOCIATE DEGREES; WRITING EXERCISES; MAGNETIC TAPE CASSETTES; *MEDICAL RECORD TECHNICIANS; TECHNICAL EDUCATION
IDENTIFIERS - *MEDICAL TRANSCRIBER; EMPLOYMENT SKILLS

ABSTRACT - FOLLOWING AN ANALYSIS OF THE TASK OF TRANSCRIBING AS PRACTICED IN A HEALTH

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FACILITY, THIS STUDY GUIDE WAS DEVELOPED TO TEACH THE KNOWLEDGE AND SKILLS REQUIRED OF A MEDICAL TRANSCRIBER. THE MEDICAL RECORD DEPARTMENT WAS IDENTIFIED AS A MAJOR OCCUPATIONAL AREA, AND A TASK INVENTORY FOR MEDICAL RECORDS WAS DEVELOPED AND USED AS A BASIS FOR A QUESTIONNAIRE DISTRIBUTED TO 48 HEALTH CARE FACILITIES. BASED ON THE RESULTS, INSTRUCTIONAL UNITS FOR TEACHING MEDICAL TERMINOLOGY WERE DEVELOPED, WHICH INCLUDE SKETCHES TO ILLUSTRATE THE MATERIAL AND SPACE FOR THE STUDENT TO FILL IN THE ANSWERS TO QUESTIONS. THIS UNIT FOCUSES ON THE MUSCULOSKELETAL SYSTEM. THE 32 UNITS INCLUDE MATERIAL ON THE: (1) SKELETAL SYSTEM, (2) DISORDERS OF THE SKELETAL SYSTEM, AND (3) MUSCLE DISORDERS. INCLUDED ARE 31 AUDIO EXERCISES FOR USE WITH A CASSETTE, 9 TRANSCRIPTION EXERCISES, AND ANSWERS TO THE UNIT EXERCISES. RELATED DOCUMENTS ARE ANNOUNCED AS VT 015 917 AND VT 015 918 IN THIS ISSUE. (MU)

VT 015 917 ED(SEE OCT '72 RIE)
GOSMAN, MINNA L.
MEDICAL TERMINOLOGY OF THE CIRCULATORY SYSTEM. MEDICAL RECORDS. INSTRUCTIONAL UNIT FOR THE MEDICAL TRANSCRIBER.

CALIFORNIA UNIV., LOS ANGELES. DIV. OF VOCATIONAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH
DOCUMENT NOT AVAILABLE FROM EDRS.
THE REGENTS, UNIV. OF CALIF., LA, DIVISION OF VOCATIONAL EDUCATION, ALLIED HEALTH PROFESSIONS PROJECTS, 1303 WILSHIRE BOULEVARD, SANTA MONICA, CALIFORNIA 90401
PUB DATE - AUG71 96P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; STENOGRAPHY; OFFICE OCCUPATIONS EDUCATION; *HEALTH OCCUPATIONS EDUCATION; RESOURCE UNITS; *STUDY GUIDES; *MEDICAL VOCABULARY; VOCABULARY DEVELOPMENT; ASSOCIATE DEGREES; WRITING EXERCISES; MAGNETIC TAPE CASSETTES; *MEDICAL RECORD TECHNICIANS; TECHNICAL EDUCATION
IDENTIFIERS - *MEDICAL TRANSCRIBER; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED AS A RESULT OF AN ANALYSIS OF THE TASK OF TRANSCRIBING AS PRACTICED IN A HEALTH FACILITY, THIS STUDY GUIDE WAS DESIGNED TO TEACH THE KNOWLEDGE AND SKILLS REQUIRED OF A MEDICAL TRANSCRIBER. THE MEDICAL RECORD DEPARTMENT WAS IDENTIFIED AS A MAJOR OCCUPATIONAL AREA, AND A TASK INVENTORY FOR MEDICAL RECORDS WAS DEVELOPED AND USED AS A BASIS FOR A QUESTIONNAIRE DISTRIBUTED TO 48 HEALTH CARE FACILITIES. BASED ON THE RESULTS, INSTRUCTIONAL UNITS FOR TEACHING MEDICAL TERMINOLOGY WERE DEVELOPED WHICH INCLUDE SKETCHES TO ILLUSTRATE MATERIAL AND SPACE FOR THE STUDENT TO FILL IN THE ANSWERS TO QUESTIONS. THIS UNIT FOCUSES ON THE CIRCULATORY SYSTEM AND COVERS SUCH TOPICS AS: (1) THE HEART, (2) SYSTEMIC CIRCULATION, (3) SYMPTOMS AND TESTS, AND (4) DISORDERS OF THE HEART. INCLUDED ARE 18 AUDIO EXERCISES FOR USE WITH A CASSETTE, NINE TRANSCRIPTION EXERCISES, AND ANSWERS TO THE UNIT QUESTIONS. RELATED DOCUMENTS ARE ANNOUNCED AS VT 015 916 AND VT 015 918 IN THIS ISSUE. (MU)

VT 015 918 ED(SEE OCT '72 RIE)
GOSMAN, MINNA L.
MEDICAL TERMINOLOGY OF THE RESPIRATORY SYSTEM. MEDICAL RECORDS. INSTRUCTIONAL UNIT FOR THE MEDICAL TRANSCRIPTIONIST.

CALIFORNIA UNIV., LOS ANGELES. DIV. OF VOCATIONAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
THE REGENTS, UNIV. OF CALIF., LA, DIVISION OF VOCATIONAL EDUCATION, ALLIED HEALTH PROFESSIONS PROJECT, 1303 WILSHIRE BOULEVARD, SANTA MONICA, CALIFORNIA 90401
PUB DATE - MAR72 103P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; STENOGRAPHY; OFFICE OCCUPATIONS EDUCATION; *HEALTH OCCUPATIONS EDUCATION; RESOURCE UNITS; *STUDY GUIDES; *MEDICAL VOCABULARY; VOCABULARY DEVELOPMENT; ASSOCIATE DEGREES; WRITING EXERCISES; MAGNETIC TAPE CASSETTES; *MEDICAL RECORD TECHNICIANS; TECHNICAL EDUCATION
IDENTIFIERS - *MEDICAL TRANSCRIBER; EMPLOYMENT SKILLS

ABSTRACT - FOLLOWING AN ANALYSIS OF THE TASK OF TRANSCRIBING AS PRACTICED IN A HEALTH FACILITY, THIS STUDY GUIDE WAS DESIGNED TO TEACH THE KNOWLEDGE AND SKILLS REQUIRED OF A MEDICAL TRANSCRIBER. THE MEDICAL RECORD DEPARTMENT WAS IDENTIFIED AS A MAJOR OCCUPATIONAL AREA, AND A TASK INVENTORY FOR MEDICAL RECORDS WAS DEVELOPED AND USED AS A BASIS FOR A QUESTIONNAIRE DISTRIBUTED TO 48 HEALTH CARE FACILITIES. BASED ON THE RESULTS, INSTRUCTIONAL UNITS FOR TEACHING MEDICAL TERMINOLOGY WERE DEVELOPED WHICH INCLUDE SKETCHES TO ILLUSTRATE THE MATERIAL AND SPACE FOR THE STUDENT TO FILL IN THE ANSWERS TO QUESTIONS. THIS UNIT FOCUSES ON THE RESPIRATORY SYSTEM AND DISORDERS OF THE SYSTEM. INCLUDED ARE 15 AUDIO EXERCISES FOR USE WITH A CASSETTE, 7 TRANSCRIPTION EXERCISES, AND ANSWERS TO THE UNIT EXERCISES. RELATED DOCUMENTS ARE ANNOUNCED AS VT 015 916 AND VT 015 917 IN THIS ISSUE. (MU)

VT 015 931
HUCKABEE, MARY, AND OTHERS
HANDBOOK FOR OCCUPATIONAL AWARENESS, K-2.

HOUSTON INDEPENDENT SCHOOL DISTRICT, TEX.
MF AVAILABLE IN VT-ERIC SET.
CVTE-OOC519-X-CCEM
PUB DATE - 71 107P.PAES COLLECTION

DESCRIPTORS - KINDERGARTEN; SERVICES; GRADE 1; GRADE 2; *DEVELOPMENTAL PROGRAMS; VOCATIONAL DEVELOPMENT; *CURRICULUM GUIDES; *LANGUAGE ARTS; *INTEGRATED ACTIVITIES; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES; EVALUATION TECHNIQUES; AUDIOVISUAL AIDS; *CAREER EDUCATION; SELF CONCEPT; VOCAL MUSIC; LITERATURE
IDENTIFIERS - SELF AWARENESS; CAREER AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR A DEVELOPMENTAL PROGRAM IN VOCATIONAL AWARENESS FOR KINDERGARTEN, GRADE 1, AND GRADE 2 PROVIDES AT EACH GRADE LEVEL INTEGRATED LEARNING ACTIVITIES CORRELATED TO SPECIFIC BEHAVIORAL OBJECTIVES AND RESOURCE MATERIALS.

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THE GENERAL OBJECTIVE OF THE UNIT IS TO DEVELOP SELF-AWARENESS IN RELATIONSHIP TO CAREER POSSIBILITIES. EVALUATION TECHNIQUES AT EACH GRADE LEVEL, CORRELATED WITH BEHAVIORAL OBJECTIVES ARE INCLUDED. EXAMPLES OF RESOURCE MATERIALS INCLUDE SONGS, POEMS, BOOKS, AND AUDIOVISUAL AIDS. THE UNIT, PREPARED BY A COORDINATOR AND CONSULTANTS, FOCUSES ON LANGUAGE ARTS. (AG)

VT 015 932
HUCKABEE, MARY
HANDBOOK FOR OCCUPATIONAL AWARENESS 3-4.

HOUSTON INDEPENDENT SCHOOL DISTRICT, TEX.
MF AVAILABLE IN VT-ERIC SET.
CVTE-OOC519-X-CCEM
PUB DATE - 71 59P.PAES COLLECTION

DESCRIPTORS - *EDUCATIONAL OBJECTIVES; WORKSHEETS; LEARNING ACTIVITIES; RESOURCE MATERIALS; *CURRICULUM GUIDES; GRADE 3; GRADE 4; STUDENT EVALUATION; SELF CONCEPT; INTEGRATED CURRICULUM; TEACHING PROCEDURES; *WORK ATTITUDES; *CAREER EDUCATION; VOCATIONAL DEVELOPMENT; *DEVELOPMENTAL PROGRAMS
IDENTIFIERS - SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE ON OCCUPATIONAL AWARENESS FOR GRADES 3 AND 4 CONTAINS A RATIONALE, GENERAL AND SPECIFIC CAREER EDUCATION OBJECTIVES RELATED TO LEARNING ACTIVITIES AND RESOURCE LISTS, AND IDEAS FOR STUDENT EVALUATION. STUDENT WORKSHEETS SUPPLEMENT THE TEACHING PROCEDURES. PREPARED BY A COORDINATOR AND CONSULTANTS, THE UNIT CONSTITUTES PART OF A DEVELOPMENTAL CAREER EDUCATION PROGRAM FOR INTEGRATION INTO ELEMENTARY CURRICULUMS. SELF AWARENESS AND APPRECIATION FOR WORK, WORKERS, AND SCHOOL WILL BE DEVELOPED TO INSURE POSITIVE ATTITUDES TOWARDS CAREERS. (AG)

VT 015 933
HUCKABEE, MARY, AND OTHERS
HANDBOOK FOR OCCUPATIONAL AWARENESS, 5-6.

HOUSTON INDEPENDENT SCHOOL DISTRICT, TEX.
MF AVAILABLE IN VT-ERIC SET.
CVTE-OOC519-X-CCEM
PUB DATE - 71 73P.PAES COLLECTION

DESCRIPTORS - *CURRICULUM GUIDES; GRADE 5; GRADE 6; *DEVELOPMENTAL PROGRAMS; *INTEGRATED ACTIVITIES; VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; *SOCIAL STUDIES; SELF CONCEPT; VISUAL AIDS; EVALUATION TECHNIQUES; SOCIAL SCIENCES
IDENTIFIERS - SELF AWARENESS; CAREER AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR A DEVELOPMENTAL PROGRAM IN GRADES 5 AND 6 ON VOCATIONAL AWARENESS PROVIDES INTEGRATED LEARNING ACTIVITIES CORRELATED WITH SPECIFIC BEHAVIORAL OBJECTIVES AND RESOURCE MATERIALS. DEVELOPED BY A COORDINATOR AND CONSULTANTS, THE UNIT FOCUSES ON SOCIAL STUDIES. THE GENERAL PROGRAM OBJECTIVE CONSISTS OF DEVELOPING SELF-AWARENESS IN RELATIONSHIP TO CAREER POSSIBILITIES. CIRCLE GRAPHS AND DIAGRAMS ILLUSTRATE THE TEXT. EVALUATION TECHNIQUES FOR EACH GRADE LEVEL, CORRELATED WITH BEHAVIORAL OBJECTIVES, CONCLUDE THE UNIT. (AG)

VT 015 938
CURRICULUM--SENIOR YEAR IN MEDICAL TECHNOLOGY, 1971-1972.

WEST VIRGINIA UNIV., MORGANTOWN. DIV. OF MEDICAL TECHNOLOGY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 85P.

DESCRIPTORS - *CURRICULUM GUIDES; *JOB SKILLS; *HEALTH OCCUPATIONS EDUCATION; *MEDICAL TECHNOLOGISTS; LABORATORY TECHNOLOGY; *COLLEGE PROGRAMS; VOCATIONAL DEVELOPMENT; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; TEXTBOOKS; HEALTH; CLINICAL EXPERIENCE; PROGRAM DESCRIPTIONS; CAREER EDUCATION
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS CURRICULUM GUIDE FOR A LABORATORY PROGRAM IN MEDICAL TECHNOLOGY IN THE SENIOR YEAR OF COLLEGE INTENDS TO PROVIDE GRADUATE TECHNOLOGISTS WITH ENTRY LEVEL JOB SKILLS AND PREPARE GRADUATES FOR TEACHING AND SUPERVISORY POSITIONS IN THIS AREA. A ROTATION PLAN AND LECTURE SCHEDULE FOR THE 36-WEEK COURSE, AS WELL AS A LIST OF REQUIRED TEXTBOOKS, PRECEDE THE 11 UNIT DESCRIPTIONS. THESE TOPICS, FOCUSING ON CLINICAL LABORATORY PROCEDURES, INCLUDE BEHAVIORAL OBJECTIVES, RESOURCE AND REFERENCE LISTS, AND STUDENT WORKSHEETS. (AG)

VT 015 939 ED(SEE NOV '72 RIE)
VOCATIONAL DEVELOPMENT IN THE ELEMENTARY SCHOOL. A CURRICULUM RESOURCE GUIDE.

MID-HUDSON CAREER DEVELOPMENT AND INFORMATION CENTER, BEACON, N.Y.;NEW YORK STATE EDUCATION DEPT., ALBANY.;MID-HUDSON INDUSTRIAL ASSOCIATION.
EDRS PRICE MF-$0.65 HC-$13.16.
CVTE-OOC545-X-CCEM
PUB DATE - 70 352P.PAES COLLECTION

DESCRIPTORS - RESOURCE MATERIALS; *CURRICULUM GUIDES; *ELEMENTARY GRADES; QUESTIONING TECHNIQUES; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; OCCUPATIONAL CHOICE; TEACHING TECHNIQUES; VISUAL AIDS; CONCEPTUAL SCHEMES; OCCUPATIONAL INFORMATION; LEARNING ACTIVITIES; *SOCIAL SCIENCES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS RESOURCE GUIDE FOR VOCATIONAL DEVELOPMENT CURRICULUMS IN THE ELEMENTARY GRADES PROVIDES SUBJECT CONTENT, CONCEPTS, TEACHING TECHNIQUES, RELATED CONCEPTS, AND RESOURCES FOR OCCUPATIONAL ACTIVITIES, FOCUSING MAINLY ON SOCIAL STUDIES. THE PROGRAM WORKS FROM THE PRINCIPLE THAT ALL YOUNG PEOPLE WILL BE ENTERING THE WORLD OF WORK; THEREFORE ALL STUDENTS ARE CONTINUOUSLY EXPOSED TO COMMUNITY ECONOMIC OPPORTUNITIES, GOOD WORK HABITS AND ATTITUDES ARE ENCOURAGED, AND COMMUNITY INVOLVEMENT IN THE CURRICULUM IS STIMULATED. PRESENTED SEPARATELY FOR THE PRIMARY AND INTERMEDIATE GRADES IN A FIVE-COLUMN FORMAT, THIS CHART FOR ELEMENTARY SCHOOL TEACHERS COVERS FIVE

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AREAS BY MEANS OF QUESTIONING TECHNIQUES: (1) PHILOSOPHICAL, (2) SOCIOLOGICAL, (3) PSYCHOLOGICAL-PHYSIOLOGICAL, (4) ECONOMIC, AND (5) EDUCATIONAL. DEVELOPED BY A WORKSHOP OF ELEMENTARY SCHOOL TEACHERS, THIS CURRICULUM SUPPLEMENT INCLUDES APPENDIXES GIVING SELECTED JOB TITLES, INSTRUCTIONS FOR USING THE DICTIONARY OF OCCUPATIONAL TITLES, AND A CIRCLE GRAPH ON JOB BENEFITS. SPACE FOR THE TEACHER'S NOTES IS PROVIDED. (AG)

VT 015 941
VOCATIONAL EDUCATION PROGRAM OF STUDIES. TRANSPORTATION CLUSTER, VOLUME I-VII.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-OEC557-X-CCEM
PUB DATE - 01JAN71 736P.PAES COLLECTION

DESCRIPTORS - *OCCUPATIONAL CLUSTERS; *TRANSPORTATION; *TRADE AND INDUSTRIAL EDUCATION; BASIC SKILLS; TECHNICAL OCCUPATIONS; *TEACHING GUIDES; INTEGRATED CURRICULUM; CONCEPTUAL SCHEMES; RESOURCE MATERIALS; *MECHANICAL EQUIPMENT; BIBLIOGRAPHIES; TEACHING PROCEDURES; INDIVIDUALIZED INSTRUCTION; BEHAVIORAL OBJECTIVES; PERFORMANCE CRITERIA; TIME BLOCKS; SECONDARY GRADES
IDENTIFIERS - ELEMENTARY AND SECONDARY EDUCATION ACT TITLE I; CAREER AWARENESS; ESEA TITLE I; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS INSTRUCTIONAL UNIT CONSISTS OF SEVEN TEACHING GUIDES COVERING OCCUPATIONAL CLUSTERS IN TRANSPORTATION INDUSTRIES, SUCH AS AUTOMOTIVE SERVICES AND FARM EQUIPMENT. THESE PRIMARILY TECHNICAL MATERIALS FOR AN INTEGRATED CURRICULUM ARE INTENDED TO PROVIDE STUDENTS WITH ENTRY LEVEL SKILLS IN THE TRANSPORTATION AREAS. EACH SEPARATE GUIDE, GEARED FOR INDIVIDUALIZED INSTRUCTION, IS BROKEN DOWN INTO 20 UNITS WITH LESSON PLANS, GIVING 120 CLASSROOM HOURS OF INSTRUCTION. EACH LESSON STATES THE SUBJECT AREA, A BEHAVIORAL OBJECTIVE, LISTS OF RESOURCES, REFERENCES, AND EQUIPMENT, TOGETHER WITH TEACHING PROCEDURES AND GENERALIZATIONS. TECHNICAL CONCEPTS AND DEVELOPMENTAL IDEAS IN RELATED AREAS SUCH AS SCIENCE, MATH, COMMUNICATIONS, AND SOCIAL STUDIES ARE PRESENTED IN THREE-COLUMN FORMAT. LEARNING ACTIVITIES, QUESTIONS TO USE AS EVALUATION GUIDELINES, AND SUGGESTED TIME BLOCKS ARE PROVIDED. A BIBLIOGRAPHY COMPLETES EACH GUIDE. (AG)

VT 015 943 ED(SEE OCT '72 RIE)
OLSON, LEVENE A., ED.
CAREER AWARENESS EDUCATION: INTRODUCTION, INSTRUCTIONAL RESOURCE UNITS, AND ANNOTATED BIBLIOGRAPHY.

MARSHALL UNIV., HUNTINGTON, W.VA. DEPT. OF VOCATIONAL-TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - ND 126P.

DESCRIPTORS - CURRICULUM DEVELOPMENT; BIBLIOGRAPHIES; *CAREER EDUCATION; INSTRUCTIONAL MATERIALS; *RESOURCE UNITS; *TEACHING GUIDES; RESOURCE MATERIALS; ELEMENTARY GRADES; BEHAVIORAL OBJECTIVES; *OCCUPATIONAL CLUSTERS; OCCUPATIONAL INFORMATION; INTERDISCIPLINARY APPROACH; FIELD TRIPS; SIMULATION; MODELS; *DEVELOPMENTAL PROGRAMS; OCCUPATIONAL GUIDANCE; RELEVANCE (EDUCATION)
IDENTIFIERS - *CAREER AWARENESS

ABSTRACT - DEVELOPED FOR USE IN GRADES 1-6, THIS TEACHING GUIDE PROVIDES 26 RESOURCE UNITS ON CAREER AWARENESS. THROUGH A PROCESS CALLED CURRICULUM BLENDING (CORRELATING OR RELATING SUBJECT MATTER TO OCCUPATIONAL REQUIREMENTS), OCCUPATIONAL INFORMATION CAN BE INTRODUCED INTO ONE DISCIPLINE OR SIMULTANEOUSLY INTO MORE THAN ONE DISCIPLINE. ARRANGED IN A 3-COLUMN FORMAT OF PROCEDURES, STUDENT ACTIVITY AND RESOURCES, THE GUIDE SUGGESTS TEACHING STRATEGIES FOR SUCH UNITS AS: (1) WONDERFUL WORLD OF WORK, (2) WORKING AT HOME, (3) FAMILY LIVING, (4) OUR PARENTS IN THE WORLD OF WORK, (5) CLOTHES OF TODAY, (6) WORKERS WITHIN OUR COMMUNITY, (7) PROTECTIVE SERVICES PROVIDED BY OUR STATE, (8) CRAFTS OF APPALACHIA, AND (9) CAREERS IN MUSIC. SUGGESTED TEACHING TECHNIQUES INCLUDE FIELD EXPERIENCES, SIMULATED EXERCISES OF COGNITIVE, AFFECTIVE, AND PSYCHOMOTOR NATURE, RESOURCE ROLE MODELS, AND MULTI-MEDIA ACTIVITIES. (JS)

VT 015 950
SWINNEY, LAUREN K.
READING IN VOCATIONAL FIELDS. AUTHORIZED COURSE OF INSTRUCTION FOR THE QUINMESTER PROGRAM.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
TEXTBOOK SERVICES, 2210 S.W. THIRD ST., MIAMI, FLA. 33135 ($.75)
PUB DATE - 71 69P.

DESCRIPTORS - *ENGLISH CURRICULUM; *VOCATIONAL EDUCATION; *RESOURCE GUIDES; REFERENCE MATERIALS; AUDIOVISUAL AIDS; INSTRUCTIONAL FILMS; BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; *COURSE DESCRIPTIONS; *VOCABULARY DEVELOPMENT; INDIVIDUAL ACTIVITIES; BOOKLISTS; DICTIONARIES; HUMANITIES; DEFINITIONS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS BEGINNING ENGLISH COURSE, WRITTEN AS A RESEARCH PAPER, INVOLVES THE ACQUISITION OF A TECHNICAL VOCABULARY IN A CHOSEN OCCUPATION BY MEANS OF EXAMINING VOCATIONAL LITERATURE AND VIEWING OCCUPATIONAL INTEREST FILMS. THIS CURRICULUM OVERVIEW CONTAINS A COURSE DESCRIPTION, 10 PERFORMANCE OBJECTIVES, INFORMATION ON THE COURSE CONTENT, AND A SUGGESTED TEACHING PLAN. AN EXTENSIVE RESOURCE LIST BRIEFLY CRITIQUES VOCATIONAL LITERATURE SUCH AS BOOKS, GOVERNMENT BULLETINS, AND DICTIONARIES, GROUPING MATERIALS ACCORDING TO LIBRARIES AND BOOK STORES IN MIAMI, SUBJECT CONTENT, AND TYPE OF REFERENCE MATERIALS. A WIDE RANGE OF INSTRUCTIONAL FILMS INCLUDED AS AVAILABLE FROM A MIAMI AUDIOVISUAL RESOURCES CENTER. INDIVIDUAL LEARNING ACTIVITIES INCLUDE ORAL AND WRITTEN REPORTS, PREPARATION OF 10C TECHNICAL VOCABULARY FLASH CARDS, AND

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A TELEPHONE INTERVIEW OF A RESOURCE PERSON. INTENSIVE USE OF A STANDARD DICTIONARY IS REQUIRED FOR THE COURSE WORK. SAMPLE LISTS OF TECHNICAL TERMS IN ACCOUNTING AND COOKING, TOGETHER WITH DEFINITIONS OF ELECTRICAL TERMS, COMPLETE THE RESOURCE MATERIALS FOR THE UNIT. (AG)

VT 015 951
HOME AND FAMILY EDUCATION. AUTHORIZED COURSE OF INSTRUCTION FOR THE QUINMESTER PROGRAM.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 721P.

DESCRIPTORS - *FAMILY LIFE EDUCATION; BEHAVIORAL OBJECTIVES; SECONDARY GRADES; *UNITS OF STUDY (SUBJECT FIELDS); MONEY MANAGEMENT; *TEACHING GUIDES; *COURSE DESCRIPTIONS; *EXPERIMENTAL CURRICULUM; LEARNING ACTIVITIES; RESOURCE MATERIALS; BIBLIOGRAPHIES; SEWING INSTRUCTION; COOKING INSTRUCTION; CHILD DEVELOPMENT; INTERIOR DESIGN; TEXTILES INSTRUCTION; INSTRUCTIONAL INNOVATION
IDENTIFIERS - ECONOMIC AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THESE 16 TENTATIVE UNITS OF STUDY MAKING UP THE COURSES IN A HOME AND FAMILY EDUCATION PROGRAM PROVIDE GUIDES TO UNITS ON SEWING (FIVE) COOKING (SIX), INTERIOR DECORATING (TWO), MONEY MANAGEMENT, AND CHILD DEVELOPMENT, AND A UNIT ON USING TEXTILES IN HOBBIES. BEGINNING, INTERMEDIATE, AND ADVANCED COURSES ARE PRESENTED FOR GRADES 6 THROUGH 12. TWO INNOVATIVE SUBJECTS ARE A "GOURMET CHEF" COURSE FOR JUNIOR HIGH SCHOOL BOYS AND AN "OUTDOOR COOKERY" COURSE. WRITTEN BY TEACHERS IN AN EFFORT TO PROVIDE SUGGESTIONS FOR MORE MEANINGFUL AND INTERESTING HOME AND FAMILY EDUCATION CURRICULUMS, EACH SEPARATE COURSE DESCRIPTION INCLUDES A RATIONALE, UNIT PREREQUISITES, GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, AND AN OUTLINE OF THE COURSE CONTENT WITH TIME SPANS REQUIRED TO COMPLETE THE WORK. FOR EACH OBJECTIVE, A CHART PROVIDES SUGGESTED CONTENT IDEAS, LEARNING ACTIVITIES, AND RESOURCE MATERIALS. BIBLIOGRAPHIES, TESTS, EVALUATION METHODS, AND SUPPLEMENTARY VISUAL AIDS ARE INCLUDED IN THESE TEACHING OUTLINES. (AG)

VT 015 953
BUSINESS EDUCATION. AUTHORIZED COURSE OF INSTRUCTION FOR THE QUINMESTER PROGRAM.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 273P.

DESCRIPTORS - *BUSINESS EDUCATION; *BUSINESS SKILLS; BEHAVIORAL OBJECTIVES; *COURSE DESCRIPTIONS; *UNITS OF STUDY (SUBJECT FIELDS); CURRICULUM GUIDES; *TEACHING GUIDES; SECONDARY GRADES; PRACTICAL MATHEMATICS; RESOURCE MATERIALS; TYPEWRITING; VISUAL AIDS; BOOKKEEPING; STENOGRAPHY; TRANSPORTATION; TEACHING PROCEDURES; TESTING; ANSWER KEYS
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THESE SEVEN UNITS OF STUDY MAKING UP SEPARATE TEACHING GUIDES FOR BUSINESS EDUCATION COURSES ON THE SECONDARY LEVEL INCLUDE INTRODUCTIONS TO BOOKKEEPING, MACHINE SHORTHAND THEORY, TYPING, AND BUSINESS MATH. MORE ADVANCED UNITS IN TYPING AND MATH SKILLS IN BUSINESS ARE ALSO PROVIDED. AN INNOVATIVE UNIT ON TRANSPORTATION COMPLETES THIS SET OF CURRICULUMS. WRITTEN BY VARIOUS EDUCATORS AND APPROVED BY A BUSINESS EDUCATION ADVISORY COMMITTEE FOR DADE COUNTY, FLORIDA, EACH GUIDE CONTAINS COURSE DESCRIPTIONS, ENROLLMENT GUIDELINES, TEACHING SUGGESTIONS, PERFORMANCE OBJECTIVES, AND AN OUTLINE OF COURSE CONTENT. IDEAS FOR LEARNING ACTIVITIES AND EVALUATION PROCEDURES, TOGETHER WITH STUDENT AND TEACHER DIRECTED RESOURCE LISTS, COMPLETE THE INSTRUCTIONAL MATERIALS. SUPPLEMENTARY MATERIALS INCLUDE A WIDE RANGE OF UNIT TESTS WITH ANSWER KEYS AND SEVERAL SAMPLE VISUAL AIDS. (AG)

VT 015 959
PILUSO, GENEVIEVE
SECRETARIAL CLUSTER PROGRAM.

LEBANON UNION HIGH SCHOOL, ORE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 33P.PAES COLLECTION

DESCRIPTORS - *OCCUPATIONAL CLUSTERS; *SECRETARIES; EDUCATIONAL OBJECTIVES; *RESOURCE MATERIALS; VISUAL AIDS; *OFFICE OCCUPATIONS EDUCATION; *PROGRAM DESCRIPTIONS; CURRICULUM GUIDES; COMMUNICATIONS; COOPERATIVE PROGRAMS; ON THE JOB TRAINING; JOB APPLICATION; SIMULATION
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS SPIRAL BOUND RESOURCE GUIDE, WRITTEN BY A HIGH SCHOOL TEACHER FOR A SECRETARIAL CLUSTER PROGRAM, PRESENTS GENERAL AND SPECIFIC COURSE AND BEHAVIORAL OBJECTIVES, A LIST OF SECRETARIAL OCCUPATIONS, STUDENT APPLICATION FORMS, AND EMPLOYER WORK EXPERIENCE FORMS. VOCATIONAL COURSES IN THE SECRETARIAL FIELD ARE DESCRIBED, FOCUSING ON A COURSE IN SECRETARIAL PRACTICE. THIS CURRICULUM OUTLINES BUSINESS MACHINES NEEDED, TEACHING PROCEDURES, AND COURSE REQUIREMENTS. STUDENTS WILL COMPILE A HANDBOOK, WORK IN A SIMULATED MODEL OFFICE, AND ACQUIRE COOPERATIVE ON-THE-JOB WORK EXPERIENCE. PROCEDURES FOR FIELD TRIPS AND DETAILS OF OFFICE SIMULATION ARE DISCUSSED. DIAGRAMS ILLUSTRATE THE TEXT. (AG)

VT 015 962
CAREER DEVELOPMENT CURRICULUM GUIDE.

EAU CLAIRE PUBLIC SCHOOLS, WIS.
MF AVAILABLE IN VT-ERIC SET.
CVTE-OOC636-X-OCEM
PUB DATE - JUL71 176P.PAES COLLECTION

DESCRIPTORS - INTEGRATED CURRICULUM; DEVELOPMENTAL PROGRAMS; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; ELEMENTARY GRADES; SECONDARY GRADES; *CURRICULUM GUIDES; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; RESOURCE MATERIALS; STUDENT EVALUATION; VISUAL AIDS; INDEXES (LOCATERS); GLOSSARIES; WORKSHEETS
IDENTIFIERS - CAREER AWARENESS; ATTITUDES

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APPRECIATIONS

ABSTRACT - THIS WORKING COPY OF A CURRICULUM GUIDE FOR AN INTEGRATED CAREER DEVELOPMENT PROGRAM IN THE ELEMENTARY AND SECONDARY GRADES PRESENTS SEPARATELY FOR THE PRIMARY, INTERMEDIATE, JUNIOR HIGH, AND HIGH SCHOOL GRADES GENERALIZATIONS CORRELATED WITH BEHAVIORAL OBJECTIVES AND LEARNING ACTIVITIES. THE DEVELOPMENTAL PROGRAM INCLUDES, RESOURCES KEYED TO GOALS AND STUDENT EVALUATION PROCEDURES. SPACE FOR THE TEACHER'S NOTES IS PROVIDED IN THIS GUIDE, DEVELOPED BY A WORKSHOP OF 25 TEACHERS, COUNSELORS, AND ADMINISTRATORS. DIAGRAMS AND A CONCEPT INDEX BY GRADE LEVEL ARE GIVEN. A WIDE RANGE OF APPENDIXES INCLUDES A GLOSSARY, A STATE CAREER DEVELOPMENT MODEL, STUDENT WORKSHEETS, AND A RATIONALE FOR CAREER EDUCATION. (AG)

VT 015 977
GUIDE FOR INTEGRATION OF CAREER DEVELOPMENT, GRADES K-5.

UNION GROVE HIGH SCHOOL, WIS.
WISCONSIN STATE DEPT. OF PUBLIC INSTRUCTION, MADISON
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG71 169P.PAES COLLECTION

DESCRIPTORS - ELEMENTARY GRADES; SECONDARY GRADES; *CURRICULUM GUIDES; *VOCATIONAL DEVELOPMENT; *SELF CONCEPT; *INTEGRATED ACTIVITIES; OCCUPATIONAL INFORMATION; CAREER PLANNING; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES; STUDENT EVALUATION; *CAREER EDUCATION
IDENTIFIERS - ESEA TITLE III; SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS; ELEMENTARY AND SECONDARY EDUCATION ACT TITLE III

ABSTRACT - THIS SPIRAL BOUND CURRICULUM GUIDE FOR THE ELEMENTARY AND SECONDARY GRADES PRESENTS SEPARATELY FOR THE PRIMARY GRADES, GRADES 4 AND 5, GRADES 6 THROUGH 8, AND GRADES 9 THROUGH 12 A VARIETY OF INTEGRATED CAREER DEVELOPMENT ACTIVITIES, WRITTEN BY EDUCATORS IN A CAREER DEVELOPMENT WORKSHOP, THE UNIT IS INTENDED AS A FIRST STEP, FOR LOCAL USE ONLY, IN INCREASING SELF AWARENESS, KNOWLEDGE OF THE WORKING WORLD, AND CAREER PLANNING. GENERALIZATIONS ARE CORRELATED WITH BROAD BEHAVIORAL OBJECTIVES AND LEARNING ACTIVITIES. RESOURCES, SPECIFIC GOALS, AND SUGGESTIONS FOR STUDENT EVALUATION ARE INCLUDED, AS WELL AS AN INTRODUCTORY RATIONALE. (AG)

VT 015 978
GUIDE TO THE INTEGRATION OF CAREER DEVELOPMENT INTO LOCAL CURRICULUM-GRADES K-12.

WISCONSIN STATE DEPT. OF PUBLIC INSTRUCTION, MADISON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-002003-X-CCEM
PUB DATE - DEC71 276P.PAES COLLECTION

DESCRIPTORS - *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; *INTEGRATED CURRICULUM; *CURRICULUM GUIDES; ELEMENTARY GRADES; SECONDARY GRADES; *MODELS; RESOURCE MATERIALS; PROGRAM EVALUATION; TEACHING METHODS; PROGRAM DEVELOPMENT; TEACHER WORKSHOPS; ARTICULATION (PROGRAM); VISUAL AIDS; GLOSSARIES; BIBLIOGRAPHIES; BEHAVIORAL OBJECTIVES
IDENTIFIERS - CAREER AWARENESS; *ELEMENTARY AND SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - THIS COMPREHENSIVE GUIDE FOR INTEGRATION OF CAREER DEVELOPMENT PROGRAMS INTO ELEMENTARY AND SECONDARY CURRICULUMS WILL ASSIST LOCAL EDUCATORS IN DEVELOPING AND IMPLEMENTING CAREER EDUCATION EXPERIENCES BY PROVIDING A DETAILED EDUCATIONAL MODEL AND EXTENSIVE ANNOTATED RESOURCE MATERIALS. AT EACH GRADE LEVEL, CONCEPTS ARE CORRELATED WITH OBJECTIVES, TOPICS, LEARNING ACTIVITIES, RESOURCES, LEARNING OUTCOMES, AND EVALUATION PROCEDURES. INSTRUCTIONS FOR SETTING UP CAREER DEVELOPMENT WORKSHOPS AND PROGRAMS, TOGETHER WITH EXAMPLES OF DEVELOPMENTAL SCHEMES FOR EXPANDING CONCEPTS AND OBJECTIVES ARE GIVEN. METHODS OF PROGRAM EVALUATION AND THE PROCESS OF WRITING BEHAVIORAL OBJECTIVES ARE DESCRIBED. AN EXTENSIVE CAREER DEVELOPMENT RESOURCE SECTION SET UP BY GRADE LEVEL INCLUDES PUBLISHER'S ADDRESSES, A BIBLIOGRAPHY, GLOSSARY, AND A LIST OF SUGGESTED STUDENT ACTIVITIES. A PROGRAM CHECKLIST FOR WORKSHOP COORDINATORS AND A PRETEST FOR EDUCATORS PLANNING TO DEVELOP CAREER EDUCATION PROGRAMS COMPLETE THE GUIDE, WHICH WAS DEVELOPED BY A STATE ADVISORY COMMITTEE AND A WRITING WORKSHOP OF COUNSELORS, ADMINISTRATORS, AND VOCATIONAL EDUCATION COORDINATORS, AND PILOT TESTED IN SUMMER WORKSHOPS. (AG)

VT 015 98C
FOCUS ON CAREER DEVELOPMENT. K-12 CURRICULUM GUIDE.

GUIDANCE AND COUNSELING CAREER RESOURCE CENTER, CUMBERLAND, WIS.
MF AVAILABLE IN VT-ERIC SET.
CVTE-002014-X-CCEM
PUB DATE - 71 186P.PAES COLLECTION

DESCRIPTORS - INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *CURRICULUM GUIDES; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; *DEVELOPMENTAL PROGRAMS; *INTEGRATED ACTIVITIES; VISUAL AIDS; GENERALIZATIONS; BEHAVIORAL OBJECTIVES; EVALUATION TECHNIQUES; VOCABULARY; ELEMENTARY GRADES; SECONDARY GRADES; CAREER PLANNING; SELF CONCEPT
IDENTIFIERS - CAREER AWARENESS; SELF AWARENESS; ATTITUDES APPRECIATIONS

ABSTRACT - THIS TENTATIVE DEVELOPMENTAL CURRICULUM GUIDE FOR AN INTEGRATED PROGRAM IN CAREER EDUCATION FOR THE ELEMENTARY AND SECONDARY GRADES STRESSES INTERACTION BETWEEN SELF-AWARENESS, THE WORKING WORLD, AND CAREER PLANNING TO ENABLE STUDENTS TO IDENTIFY THEIR GOALS. SUGGESTED LEARNING ACTIVITIES CODED TO RESOURCE MATERIALS, BEHAVIORAL OBJECTIVES, AND EVALUATION TECHNIQUES ARE PROVIDED FOR EACH OF 16 GENERALIZATIONS INCLUDED SEPARATELY AT EACH GRADE LEVEL. A CAREER DEVELOPMENT MODEL AND A CONCEPT INDEX BY GRADE LEVEL ARE INCLUDED. TERM DEFINITIONS FOR CAREER DEVELOPMENT AND MULTI-MEDIA RESOURCE LISTS ARE INCLUDED. DEVELOPED BY

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EDUCATORS AT A CAREER DEVELOPMENT WORKSHIP, THIS GUIDE WILL BE REVISED YEARLY, ADDING A MORE COMPLETE RESOURCE SECTION. (AG)

VT 015 984 ED(SEE OCT '72 RIE)
HOME MANAGEMENT AND CONSUMER EDUCATION.

TEXAS TECH UNIV., LUBBOCK. HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER.;TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF OCCUPATIONAL AND TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY, BOX 4067, LUBBOCK, TEXAS 79409
PUB DATE - ND 398P.

DESCRIPTORS - *CONCEPT TEACHING; BEHAVIORAL OBJECTIVES; *TEACHING GUIDES; *HOMEMAKING EDUCATION; RESOURCE MATERIALS; BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS; SECONDARY EDUCATION; TEACHING METHODS; *CONSUMER EDUCATION; *HOME MANAGEMENT; FAMILY LIFE; CAREER EDUCATION
IDENTIFIERS - ECONOMIC AWARENESS; SELF AWARENESS

ABSTRACT - DEVELOPED BY A INSTRUCTIONAL MATERIALS CENTER, THIS TEACHING GUIDE WAS PREPARED TO PRESENT HOME MANAGEMENT AND CONSUMER EDUCATION IN THE PERSPECTIVE OF FAMILY LIVING. ARRANGED IN FOUR MAJOR SECTIONS THE SECTION ON HOMEMAKING I INTRODUCES THE STUDENT TO MANAGEMENT IN EVERY DAY LIVING, WHILE HOMEMAKING II EMPHASIZES THE MANAGEMENT OF HOUSEHOLD TASKS. HOMEMAKING III INCORPORATES THE EXPANDING ROLE OF THE CONSUMER, WHEREAS HOMEMAKING IV EMPHASIZES THE ROLE OF THE MATURE MANAGER AND CONSUMER. ALSO INCLUDED IS AN OUTLINE FOR A SEMESTER COURSE IN HOME MANAGEMENT WHICH COVERS ALL OF THE ABOVE AREAS. THE GUIDE IS ARRANGED IN OUTLINE FORMAT AND IDENTIFIES CONCEPTS, SUBCONCEPTS, BEHAVIORAL OBJECTIVES, JOB OPPORTUNITIES, AND LEARNING AND EVALUATION EXPERIENCES. A BIBLIOGRAPHY OF VARIOUS RESOURCE MATERIALS IS PROVIDED. A UNIT IS INCLUDED IN EACH SEQUENCE COURSE AND SEMESTER COURSE ON JOB AND CAREER OPPORTUNITIES IN THE AREA OF HOME MANAGEMENT AND CONSUMER EDUCATION. (JS)

VT 015 985 ED(SEE OCT '72 RIE)
FAMILY LIVING.

TEXAS TECH UNIV., LUBBOCK. HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER.;TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF OCCUPATIONAL AND TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY, BOX 4067, LUBBOCK, TEXAS 79409
PUB DATE - ND 367P.

DESCRIPTORS - CONCEPT TEACHING; BEHAVIORAL OBJECTIVES; *TEACHING GUIDES; *HOMEMAKING EDUCATION; RESOURCE MATERIALS; BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS; SECONDARY GRADES; *FAMILY LIFE; *SELF CONCEPT; CAREER EDUCATION; TEACHING METHODS; SELF EVALUATION; *FAMILY LIFE EDUCATION; FAMILY ROLE; FAMILY RELATIONSHIP
IDENTIFIERS - ATTITUDES APPRECIATIONS

ABSTRACT - DEVELOPED BY AN INSTRUCTIONAL MATERIALS CENTER, THIS TEACHING GUIDE WAS PREPARED FOR USE IN HIGH SCHOOL HOMEMAKING COURSES I-IV. TEACHING SUGGESTIONS ARE INCLUDED FOR HOMEMAKING I WHICH EMPHASIZE DEVELOPING AN APPRECIATION OF SELF THROUGH UNDERSTANDING OF ONE'S BASIC NEEDS, WHILE THE FOCUS FOR HOMEMAKING II IS CONCERNED WITH SELF IN GROUPS AND SELF IN THE FUTURE, INCLUDING A STUDY OF SUCCESSFUL DATING TECHNIQUES. HOMEMAKING III IS DIRECTED TOWARD DEVELOPING A PERSONAL PHILOSOPHY OF LIFE AND HOME, WHEREAS HOMEMAKING IV DEALS WITH SELF IN THE COMMUNITY AS A MARRIED OR SINGLE PERSON. ALSO INCLUDED IS AN OUTLINE FOR A ONE OR TWO SEMESTER COURSE ON HOME AND FAMILY LIVING WHICH COVERS THESE AREAS PLUS OTHER ASPECTS OF FAMILY LIVING AND FAMILY MANAGEMENT. THE GUIDE IS ARRANGED IN OUTLINE FORMAT AND IDENTIFIES CONCEPTS, SUBCONCEPTS, BEHAVIORAL OBJECTIVES, JOB OPPORTUNITIES, AND LEARNING AND EVALUATION EXPERIENCES. A BIBLIOGRAPHY OF VARIOUS RESOURCE MATERIALS IS PROVIDED. (JS)

VT 016 001
HOW TO INITIATE AND ADMINISTER A COMMUNITY RESOURCE VOLUNTEER PROGRAM.

MINNEAPOLIS PUBLIC SCHOOLS, MINN.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC222-X-PAES
PUB DATE - 71 162P.PAES COLLECTION

DESCRIPTORS - *ELEMENTARY GRADES; *INSTRUCTIONAL MATERIALS; *PROGRAM ADMINISTRATION; *COMMUNITY RESOURCES; VOLUNTEER TRAINING; *VOLUNTEERS; PROGRAM DEVELOPMENT; CURRICULUM ENRICHMENT; EVALUATION TECHNIQUES; QUESTIONNAIRES; ANSWER KEYS; PROGRAM GUIDES; EDUCATIONAL FINANCE
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS BOOKLET ON THE INITIATION AND ADMINISTRATION OF A COMMUNITY RESOURCE VOLUNTEER PROGRAM FOR CURRICULUM ENRICHMENT IN THE ELEMENTARY GRADES, PATTERNED AFTER THE MINNEAPOLIS PROGRAM, CONTAINS AN INTRODUCTION AND CHAPTERS ON INITIATION, ADMINISTRATION, PROGRAM EVALUATION, STAFFING, AND FINANCING. A CONCLUDING SUMMARY PRESENTS GUIDELINES FOR TEACHERS AND VOLUNTEERS AND SPECIFIC INFORMATION ON VOLUNTEERS IN THE PROGRAM. EXAMPLES OF QUESTIONNAIRES USED IN THE PROGRAM AND SUMMARIES OF QUESTIONNAIRE RESPONSES CONSTITUTE MOST OF THE INSTRUCTIONAL AIDS. PROCEDURES INVOLVED IN USING VOLUNTEERS ARE DESCRIBED. (AG)

VT 016 002
WORK EXPERIENCE EDUCATION: MISCELLANEOUS LAP SHEETS.

FULLERTON UNION HIGH SCHOOL DISTRICT, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 69P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *WORK EXPERIENCE PROGRAMS; *SECONDARY GRADES; *LEARNING ACTIVITIES; SELF CONCEPT; BEHAVIORAL OBJECTIVES; INSTRUCTIONAL MATERIALS; VOCATIONAL DEVELOPMENT; *VOCATIONAL INTERESTS; JOB APPLICATION;

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HUMANITIES; EMPLOYMENT INTERVIEWS; EMPLOYEE ATTITUDES; CAREER CHANGE
IDENTIFIERS - CAREER AWARENESS; LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - THIS GROUP OF SEVEN SEPARATE GUIDES FOR VOCATIONAL ORIENTATION BRIEFLY DESCRIBES LEARNING ACTIVITIES IN A SENIOR HIGH WORK EXPERIENCE PROGRAM INVOLVING SELF ASSESSMENT TO ACHIEVE CAREER GOALS. A RATIONALE, PERFORMANCE OBJECTIVES, PRE- AND POST-TESTS WITH ANSWER KEYS, AND AN ACTIVITY OUTLINE ARE PROVIDED FOR EACH BOOKLET. A WIDE RANGE OF TOPICS INCLUDES JOB INTERVIEWS, EMPLOYEE ATTITUDES, JOB CHANGING, AND RELATIONSHIPS WITH CO-WORKERS. (AG)

VT 016 005
SPECIAL NEEDS PROGRAM. AN INSTRUCTIONAL PROGRAM FOR THE MENTALLY, PHYSICALLY AND SOCIALLY HANDICAPPED INDIVIDUALS IN GENESEE COUNTY, MICHIGAN.

GENESEE AREA SKILL CENTER, FLINT, MICH.
MICHIGAN STATE DEPT. OF EDUCATION, LANSING.;OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN72 113P.

DESCRIPTORS - *SPECIAL EDUCATION; SPECIAL PROGRAMS; *PROGRAM DESCRIPTIONS; *UNITS OF STUDY (SUBJECT FIELDS); *HANDICAPPED STUDENTS; BEHAVIORAL OBJECTIVES; GUIDELINES; STUDENT EVALUATION; PROGRAM EVALUATION; HUMAN SERVICES; RESOURCE MATERIALS; SECONDARY GRADES; CAREER PLANNING; VOCATIONAL DEVELOPMENT; *PREVOCATIONAL EDUCATION
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS REPORT DESCRIBES A PROGRAM IN VOCATIONAL PREPARATION FOR SEMI-SKILLED OCCUPATIONS GEARED TOWARD THE HANDICAPPED STUDENT WITH SPECIAL NEEDS. INTENDED FOR USE AS A RESOURCE GUIDE AS WELL AS A PROGRESS REPORT FOR THIS PREVOCATIONAL PROGRAM, THE UNIT PRESENTS GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, TEACHING GUIDELINES, AND STUDENT EVALUATION SHEETS. CURRICULUM OUTLINES FOR 10 SUBJECT AREAS WITH OPERATIONAL NOTES ARE GIVEN. THESE INSTRUCTIONAL UNITS COVER A WIDE RANGE OF TOPICS SUCH AS DRIVER EDUCATION, MECHANICAL OCCUPATIONS, AND HEALTH OCCUPATIONS. PHOTOGRAPHS ILLUSTRATE THE TEXT. (AG)

VT 016 032
CAREER EXPLORATION AND EDUCATION, A SELECTED BIBLIOGRAPHY.

ATLANTA PUBLIC SCHOOLS, GA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A00588-X-PAES
PUB DATE - JUL71 20P.PAES COLLECTION

DESCRIPTORS - *BIBLIOGRAPHIES; *CAREER EDUCATION; *BOOKS; *AUDIOVISUAL AIDS; *REFERENCE MATERIALS; OCCUPATIONAL GUIDANCE; RESOURCE MATERIALS; LIBRARY COLLECTIONS; VOCATIONAL DEVELOPMENT
IDENTIFIERS - CAREER AWARENESS; EDUCATIONAL AWARENESS

ABSTRACT - THIS BIBLIOGRAPHY OF CAREER EXPLORATION AND EDUCATION MATERIALS LISTS BOOKS, REFERENCE BOOKS, AND AUDIOVISUAL AIDS. GRADE LEVELS ARE GIVEN FOR THE AUDIOVISUAL AIDS. ITEMS MARKED WITH AN ASTERISK ARE AVAILABLE FOR CIRCULATION FROM THE PROFESSIONAL LIBRARY OF THE LEARNING RESOURCES CENTER IN ATLANTA. (AG)

VT 016 039
RESOURCE BIBLIOGRAPHY OF COMMERCIALLY PRODUCED CAREER EDUCATION MATERIALS.

LINCOLN COUNTY SCHOOLS, HAMLIN, W.VA.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00425-X-PAES
PUB DATE - NOV71 73P.PAES COLLECTION

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; RESOURCE UNITS; *INSTRUCTIONAL MATERIALS; *CAREER EDUCATION; *INSERVICE EDUCATION; DEVELOPMENTAL PROGRAMS; VOCATIONAL DEVELOPMENT; *ELEMENTARY GRADES; TESTS; QUESTIONNAIRES; AUDIOVISUAL AIDS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS ANNOTATED RESOURCE BIBLIOGRAPHY OF COMMERCIALLY PRODUCED CURRICULUM AND INSTRUCTIONAL MATERIALS IN CAREER EDUCATION FOR THE ELEMENTARY GRADES INCLUDES MULTI-MEDIA OCCUPATIONAL RESOURCES SUCH AS BOOKS AND AUDIOVISUAL AIDS WITH SUGGESTED GRADE LEVELS AND OCCUPATIONAL FOCUSES. AN ADDITIONAL RESOURCE BIBLIOGRAPHY LISTS AND DESCRIBES ALL RESOURCE UNITS, TESTS, QUESTIONNARIES, INSERVICE TRAINING METHODS, AND OTHER INSTRUCTIONAL MATERIALS DEVELOPED BY THE LINCOLN COUNTY EXEMPLARY PROJECT STAFF. SUGGESTED GRADE LEVELS AND THE EXTENT OF DEVELOPMENT ARE GIVEN FOR THESE MATERIALS. DISCRIPTIVE FOREWORDS WITH RATIONALES PRECEDE EACH BIBLIOGRAPHY USED IN THE LINCOLN COUNTY CAREER EDUCATION PROJECT. THESE RESOURCE MATERIALS ARE INTENDED TO IMPLEMENT CAREER EDUCATION NATIONWIDE AND WILL BE UNDER CONTINUAL REVISION. (AG)

VT 016 115
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN INSTRUCTOR'S HANDBOOK.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 33P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *TEACHING GUIDES; *PROGRAMED INSTRUCTION; *TEACHING PROCEDURES; *BEHAVIORAL OBJECTIVES; SECONDARY GRADES; MARKETING; MANUALS; CONSUMER ECONOMICS
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS TEACHING MANUAL IS FOR USE WITH A SERIES OF CONSUMER EDUCATION PROGRAMED INSTRUCTION UNITS, AVAILABLE AS VT 016 116 THROUGH VT 016 129 IN THIS ISSUE. IT PROVIDES SUGGESTIONS FOR THE TEACHER ON PROCEDURES FOR USING THE PROGRAMED STUDY MATERIALS AND BEHAVIORAL OBJECTIVES FOR EACH UNIT. BEHAVIORAL GOALS IN THE FORM OF GENERAL PRINCIPLES OF CONSUMER PURCHASING ARE

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DETAILED. THESE UNITS, DEVELOPED BY AN HONORARY BUSINESS FRATERNITY, WERE FIELD TESTED IN GRADES 9 THROUGH 12. (AG)

VT 016 116
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN GENERAL PRINCIPLES OF CONSUMER PURCHASING. UNIT I.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 25P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; VISUAL AIDS; MARKETING; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS FIRST UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH GENERAL PRINCIPLES OF CONSUMER PURCHASING. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 127 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 117
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN BUDGETING AND MANAGING MONEY. UNIT II.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 20P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; *BUDGETING; MARKETING; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS SECOND UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH BUDGETING AND MONEY MANAGEMENT. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 87 RESPONSES, FOR WHICH AN ANSWER KEY IS PROVIDED. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 118
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN USING CONSUMER CREDIT WISELY. UNIT III.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 19P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; *CREDIT (FINANCE); MARKETING; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS THIRD UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH USING CONSUMER CREDIT WISELY. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 71 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 119
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN BUYING GOODS (FOOD). UNIT IV, PART I.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($1.00)
PUB DATE - 70 39P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *FOOD; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS FOURTH UNIT (PART I) IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH BUYING FOOD. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 140 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 120
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN BUYING GOODS (CLOTHING). UNIT IV, PART II.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 31P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *CLOTHING; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS FOURTH UNIT (PART II) IN A

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SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH BUYING CLOTHING. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 182 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 121
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN BUYING GOODS (HOUSEHOLD FURNISHINGS AND APPLIANCES). UNIT IV, PART III.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 36P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *HOME FURNISHINGS; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS FOURTH UNIT (PART III) IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH BUYING HOUSEHOLD FURNISHINGS AND APPLIANCES. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 125 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 122
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN BUYING SERVICES. UNIT V.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 23P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; HUMAN SERVICES; *SERVICES; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS FIFTH UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH BUYING SERVICES. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 115 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 123
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN PURCHASING AND MAINTAINING AUTOMOTIVE PRODUCTS AND SERVICES. UNIT VI.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 30P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *MOTOR VEHICLES; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS SIXTH UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH AUTOMOTIVE PURCHASING AND UPKEEP. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 178 RESPONSES FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 124
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN USING LEISURE TIME, ENERGY, AND MONEY. UNIT VII.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 15P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *LEISURE TIME; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS SEVENTH UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH USING LEISURE TIME WISELY. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 46 RESPONSES FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS, WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 125
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN HOUSING. UNIT VIII.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-COC799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 31P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *HOUSING; SECONDARY

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GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS EIGHTH UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH HOUSING. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 133 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 126
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN MAKING USE OF INSURANCE. UNIT IX.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($1.00)
PUB DATE - 70 68P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *INSURANCE PROGRAMS; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS NINTH UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH USING INSURANCE. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 360 RESPONSES FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 127
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN SAVINGS AND INVESTMENTS. UNIT X.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($1.00)
PUB DATE - 70 53P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *INVESTMENT; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS 10TH UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH SAVINGS AND INVESTMENTS. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 227 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY. (AG)

VT 016 128
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN CONSUMER TAXES. UNIT XI.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($1.00)
PUB DATE - 70 40P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; *TAXES; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS 11TH UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH CONSUMER TAXES. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 229 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS, WERE DEVELOPED BY AN HONORARY BUSINESS FRATERNITY, (AG)

VT 016 129
CONSUMER EDUCATION PROGRAMMED LEARNING INSTRUCTION IN CONSUMER RIGHTS AND RESPONSIBILITIES. UNIT XII.

NORTHERN ILLINOIS UNIV., DEKALB. ALPHA PHI CHAPTER OF DELTA PI EPSILON.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000799
DELTA PI EPSILON NATIONAL OFFICE, GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MINNESOTA 56082 ($.50)
PUB DATE - 70 23P.PAES COLLECTION

DESCRIPTORS - *CONSUMER EDUCATION; *PROGRAMED MATERIALS; *CONSUMER ECONOMICS; *MONEY MANAGEMENT; ANSWER KEYS; STUDENT CENTERED CURRICULUM; MARKETING; SECONDARY GRADES
IDENTIFIERS - ECONOMIC AWARENESS

ABSTRACT - THIS LAST UNIT IN A SERIES OF 12 ON CONSUMER EDUCATION CONTAINS PROGRAMED LEARNING MATERIALS WHICH DEAL WITH CONSUMER RIGHTS AND RESPONSIBILITIES. WRITTEN IN NARRATIVE FORM WITH SPACES FOR ANSWERS, THE UNIT REQUIRES THE STUDENT TO FILL IN 70 RESPONSES, FOR WHICH AN ANSWER KEY IS GIVEN. THESE UNITS WERE DEVELOPED BY AN HONORARY FRATERNITY. (AG)

VT 016 130 ED(SEE OCT '72 RIE)
HOLLAND, JOHN L., AND OTHERS
A GUIDE TO THE SELF-DIRECTED CAREER PROGRAM: A PRACTICAL AND INEXPENSIVE VOCATIONAL GUIDANCE SYSTEM.

JOHNS HOPKINS UNIV., BALTIMORE, MD. CENTER FOR THE STUDY OF SOCIAL ORGANIZATION OF SCHOOLS.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
REP-126 PROJ-6-16
PUB DATE - MAR72 54P.

DESCRIPTORS - *VOCATIONAL COUNSELING; TABLES (DATA); *CAREER EDUCATION; OCCUPATIONAL GUIDANCE; PROGRAM DEVELOPMENT; PROGRAM COSTS;

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*PROGRAM GUIDES; *VOCATIONAL DEVELOPMENT; OCCUPATIONAL INFORMATION; CAREER PLANNING; CAREER CHOICE; *GUIDANCE PROGRAMS; AUTOINSTRUCTIONAL AIDS
IDENTIFIERS - *SELF DIRECTED SEARCH

ABSTRACT - THIS REPORT PRESENTS THE SELF-DIRECTED CAREER PROGRAM, AN INEXPENSIVE PROGRAM DESIGNED TO PROVIDE VOCATIONAL GUIDANCE TO ALL HIGH SCHOOL STUDENTS, COLLEGE STUDENTS, AND ADULTS WHO DESIRE IT. THE REPORT DISCUSSES THE NEED FOR SUCH A PROGRAM, THE COST INVOLVED, THE MATERIALS REQUIRED, AND HOW TO USE THEM. APPENDIX A PROVIDES SOME OF THE BASIC AND SUPPLEMENTARY MATERIALS, PLUS SOURCE INFORMATION FOR OTHER MATERIALS. APPENDIX B PROVIDES SUGGESTIONS FOR EVALUATION TECHNIQUES THAT COUNSELORS CAN APPLY TO EVALUATE THE SUCCESS OF THE PROGRAM. (AUTHOR)

VT 016 135 ED(SEE NOV '72 RIE)
GRANGER, KOLENE M.
JUNIOR HIGH CAREER GUIDANCE CURRICULUM--STUDENT-CENTERED OCCUPATIONAL PREPARATION AND EXPLORATION (SCOPE). STUDENT HANDBOOK.

UTAH STATE BOARD OF EDUCATION, SALT LAKE CITY.
EDRS PRICE MF-$0.65 HC-$9.87.
UTAH STATE BOARD OF EDUCATION, 1050 UNIVERSITY CLUB BUILDING, 136 EAST SOUTH TEMPLE, SALT LAKE CITY, UTAH 84111 ($2.00)
PUB DATE - JUN72 267P.

DESCRIPTORS - *OCCUPATIONAL GUIDANCE; WORKSHEETS; VISUAL AIDS; VOCABULARY; GRADE 7; GRADE 8; GRADE 9; *WORKBOOKS; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; SELF CONCEPT; QUESTIONING TECHNIQUES; INSTRUCTIONAL MATERIALS; CAREER PLANNING; OCCUPATIONAL INFORMATION; STUDENT TESTING; *RESOURCE MATERIALS; *JUNIOR HIGH SCHOOLS
IDENTIFIERS - EDUCATIONAL AWARENESS; SELF AWARENESS; CAREER AWARENESS

ABSTRACT - THIS TENTATIVE STUDENT WORKBOOK PROVIDES OCCUPATIONAL GUIDANCE FOR STUDENTS IN GRADES 7, 8, AND 9 BY MEANS OF NINE UNITS FOCUSING ON SELF APPRAISAL, GENERAL EDUCATIONAL AND VOCATIONAL AWARENESS, AND SPECIFIC CAREER AND SCHOOL PLANNING. A WIDE VARIETY OF WORKSHEETS INCLUDES READING MATERIALS, TESTS, VOCABULARY LISTS, GAMES, CHECK LISTS, AND RESOURCE MATERIALS. THIS MANUAL, WRITTEN BY A TEACHER WITH THE AID OF GUIDANCE SPECIALISTS, IS CORRELATED WITH A CURRICULUM GUIDE, AVAILABLE AS VT 016 136 IN THIS ISSUE. (AG)

VT 016 136 ED(SEE NOV '72 RIE)
GRANGER, KOLENE M.
JUNIOR HIGH CAREER GUIDANCE CURRICULUM--STUDENT-CENTERED OCCUPATIONAL PREPARATION AND EXPLORATION (SCOPE). TEACHER SUPPLEMENT.

UTAH STATE BOARD OF EDUCATION, SALT LAKE CITY.
EDRS PRICE MF-$0.65 HC-$13.16.
UTAH STATE BOARD OF EDUCATION, 1050 UNIVERSITY CLUB BUILDING, 136 EAST SOUTH TEMPLE, SALT LAKE CITY, UTAH 84111 ($2.00)
PUB DATE - JUN72 351P.

DESCRIPTORS - *OCCUPATIONAL GUIDANCE; GRADE 7; GRADE 8; GRADE 9; LESSON PLANS; *STUDENT CENTERED CURRICULUM; RESOURCE MATERIALS; *VOCATIONAL DEVELOPMENT; *CAREER EDUCATION; OCCUPATIONAL INFORMATION; LEARNING ACTIVITIES; *CURRICULUM GUIDES; SELF CONCEPT; DEVELOPMENTAL PROGRAMS; EDUCATIONAL OBJECTIVES; BOOKLISTS
IDENTIFIERS - EDUCATIONAL AWARENESS; CAREER AWARENESS; SELF AWARENESS

ABSTRACT - THIS TENTATIVE CURRICULUM GUIDE FOR 9-WEEK OCCUPATIONAL GUIDANCE CLASSES IN GRADES 7, 8, AND 9 WILL PROVIDE COUNSELORS AND TEACHERS WITH LESSON PLANS AND RESOURCE MATERIALS IN CAREER EDUCATION. DIRECTIONS FOR USE OF THE GUIDE PRECEDE THE NINE UNITS, WHICH FOCUS ON SELF APPRAISAL, GENERAL EDUCATIONAL AND VOCATIONAL AWARENESS, AND SPECIFIC CAREER AND SCHOOL PLANNING. FOR EACH DEVELOPMENTAL UNIT AND LESSON PLAN, UNIT AND LESSON OBJECTIVES, PREREQUISITES, MATERIALS LISTS, AND LEARNING ACTIVITIES ARE PRESENTED. THE EXTENSIVE APPENDIXES INCLUDE RESOURCE MATERIALS, GUIDANCE OBJECTIVES, VOCATIONAL DEVELOPMENT THEORIES, AN ANNOTATED BOOK LIST, AND OCCUPATIONAL INFORMATION. THIS GUIDE IS CORRELATED WITH A STUDENT WORKBOOK, AVAILABLE AS VT 016 135 IN THIS ISSUE. (AG)

VT 016 137 ED(SEE NOV '72 RIE)
A HANDBOOK FOR BUSINESS EDUCATION IN IOWA.

IOWA BUSINESS EDUCATION ASSOCIATION.; IOWA STATE DEPT. OF PUBLIC INSTRUCTION, DES MOINES.
EDRS PRICE MF-$0.65 HC-$9.87.
IOWA STATE DEPARTMENT OF PUBLIC INSTRUCTION, GRIMES STATE OFFICE BUILDING, DES MOINES, IOWA 50319 ($4.00; PAYMENT WITH ORDER)
PUB DATE - 72 203P.

DESCRIPTORS - *BUSINESS EDUCATION; *ARTICULATION (PROGRAM); EDUCATIONAL PHILOSOPHY; EDUCATIONAL PROGRAMS; EDUCATIONAL OBJECTIVES; PROGRAM GUIDES; *MANUALS; DISTRIBUTIVE EDUCATION; SECONDARY EDUCATION; POST SECONDARY EDUCATION; TEACHER CERTIFICATION; TAXONOMY; DEFINITIONS; *CURRICULUM DEVELOPMENT; *PROGRAM DESCRIPTIONS
IDENTIFIERS - IOWA

ABSTRACT - DEVELOPED BY POOLING THE KNOWLEDGE AND EXPERIENCE OF BUSINESS EDUCATION TEACHERS THROUGHOUT THE STATE, THIS PROGRAM GUIDE AND MANUAL SHOULD BE USEFUL TO BOTH TEACHERS AND ADMINISTRATORS IN ARTICULATING AND OPERATING BUSINESS EDUCATION PROGRAMS. MAJOR SECTIONS CONCERN: (1) A CAPSULE HISTORY OF IOWA BUSINESS EDUCATION, (2) PHILOSOPHY AND RELATED PRINCIPLES OF BUSINESS EDUCATION, HELPFUL IN DEVELOPING VARIOUS LEVELS OF PROGRAMS, (3) GENERAL RESPONSIBILITIES OF BUSINESS EDUCATION, THE ADVISORY COMMITTEE, EVALUATION, PUBLIC RELATIONS, ETC., (4) CURRICULUMS IN THE BUSINESS PROGRAMS OF A SECONDARY SCHOOL, (5) POST SECONDARY PROGRAM TRENDS IN IOWA, INCLUDING IDEAS ON COURSE IMPLEMENTATION AND SEVERAL BIBLIOGRAPHIES, AND (6) AN APPENDIX INCLUDING INFORMATION ON TEACHER CERTIFICATION, A TAXONOMY SYSTEM FOR BUSINESS EDUCATION, AND DEFINITIONS OF BUSINESS EDUCATION TERMS. ALTHOUGH EACH EDUCATIONAL LEVEL IS COVERED, PRIMARY EMPHASIS IS GIVEN TO SECONDARY SCHOOLS, WHOSE

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BUSINESS PROGRAMS COVER ALL OF IOWA. STUDENTS, COUNSELORS, CURRICULUM COMMITTEES, SCHOOL BOARD MEMBERS, AND THE INTERESTED PUBLIC WILL FIND THIS HANDBOOK INFORMATIVE FOR THEIR OWN PURPOSES. (JS)

VT 016 175
AUTO MECHANICS. UNIT VI: AUTOMOTIVE BRAKES. BOOK 6.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES.
LOUISIANA STATE VOCATIONAL-TECHNICAL AND TRADE SCHOOLS
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 122P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; MECHANICS (PROCESS); *HYDRAULICS; *UNITS OF STUDY (SUBJECT FIELDS); *FLUID POWER EDUCATION; PRODUCER SERVICES; *JOB SKILLS; AUTO MECHANICS (OCCUPATION); RESOURCE MATERIALS; MOTOR VEHICLES; QUESTIONING TECHNIQUES
IDENTIFIERS - *AUTOMOTIVE BRAKES; BEGINNING COMPETENCE

ABSTRACT - THIS INSTRUCTIONAL UNIT DEALS WITH SPECIFIC INFORMATION ON HYDRAULIC BRAKE SYSTEMS IN CARS AS PART OF A VOCATIONAL PREPARATION COURSE IN AUTO MECHANICS. A LIST OF REQUIRED TEXTBOOKS, OBJECTIVE TESTS, AND ANSWER KEYS FOR STUDY QUESTIONS SUPPLEMENT THE MATERIALS LISTS. REQUIRED STUDY ASSIGNMENTS ACCOMPANIED BY SEVEN JOB SHEETS MAKE UP THE INSTRUCTIONAL MATERIALS. LINE DIAGRAMS ILLUSTRATE THE TEXT. (AG)

VT 016 201
TENTATIVE BASIC COURSE OUTLINE FOR OCCUPATIONAL INVESTIGATION IN CAREER EDUCATION.

EAST TEXAS STATE UNIV., COMMERCE.;TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF OCCUPATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
COORDINATED VOCATIONAL-ACADEMIC EDUCATION DEPARTMENT, EAST TEXAS STATE UNIVERSITY, EAST TEXAS STATION, COMMERCE, TEXAS 75428 ($3.00 PER COPY)
PUB DATE - ND 255P.

DESCRIPTORS - *TEACHING GUIDES; *CAREER EDUCATION; *OCCUPATIONAL CLUSTERS; *CURRICULUM DEVELOPMENT; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; BIBLIOGRAPHIES; RESOURCE MATERIALS; LESSON PLANS; *VOCATIONAL DEVELOPMENT; HUMANITIES; TEACHING TECHNIQUES; OCCUPATIONAL INFORMATION; SECONDARY EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS TENTATIVE TEACHING GUIDE FOR INVESTIGATION OF A WIDE RANGE OF OCCUPATIONS WILL PROVIDE TEACHERS WITH SUGGESTIONS FOR CURRICULUM DEVELOPMENT IN CAREER EDUCATION. FOR EACH OF 15 OCCUPATIONAL CLUSTERS, UNIT OBJECTIVES, SUBJECT CONTENT, TEACHING PROCEDURES, AND LEARNING ACTIVITIES ARE CORRELATED WITH RESOURCE LISTS. PRETESTS, POST-TESTS, AUDIOVISUAL AIDS, AND FIELD TRIPS ARE EXAMPLES OF SUGGESTED TEACHING TECHNIQUES. OTHER TEACHING IDEAS INCLUDE CLASS DISCUSSION AND REPORTS. THE APPENDIX INCLUDES OCCUPATIONAL INFORMATION, A VOCABULARY LIST, AND A VARIETY OF VISUAL AIDS. A BIBLIOGRAPHY AND SPACE FOR THE TEACHER'S NOTES ARE GIVEN. (AG)

VT 016 205
BIBLIOGRAPHY--CAREER BROCHURES.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 13P.

DESCRIPTORS - *BIBLIOGRAPHIES; *PAMPHLETS; *CAREER EDUCATION; *OCCUPATIONAL CLUSTERS; REFERENCE MATERIALS; *SERVICES; VOCATIONAL DEVELOPMENT; CAREER OPPORTUNITIES; CAREER PLANNING; SECONDARY EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS BIBLIOGRAPHY OF CAREER EDUCATION BROCHURES LISTS REFERENCE MATERIALS WITH ADDRESSES FOR 14 OCCUPATIONAL CLUSTERS. PRICES ARE GIVEN FOR SOME OF THE PAMPHLETS. THE OCCUPATIONAL CLUSTERS ARE ALPHABETICALLY LISTED AND COVER A WIDE RANGE OF VOCATIONS, FROM AGRICULTURE TO TRANSPORTATION SERVICES. (AG)

VT 016 280
HOW TO SET UP AN EMERGENCY DRIVING RANGE.

LIBERTY MUTUAL INSURANCE COMPANIES, BOSTON, MASS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 24P.

DESCRIPTORS - *DRIVER EDUCATION; *CONSTRUCTION (PROCESS); *EMERGENCY PROGRAMS; SIMULATION; MOTOR VEHICLES; VEHICULAR TRAFFIC; BUILDING PLANS; *INSTRUCTIONAL MATERIALS; *MANUALS
IDENTIFIERS - *DRIVING RANGES

ABSTRACT - DEVELOPED BY LIBERTY MUTUAL INSURANCE COMPANY, THIS GUIDE WAS PREPARED TO ASSIST INSTRUCTORS IN SETTING UP AN EMERGENCY DRIVING RANGE FOR USE IN A DRIVER EDUCATION PROGRAM. INFORMATION IS GIVEN FOR SETTING UP RANGES TO TEACH THE TECHNIQUES OF: (1) SKID CONTROL, (2) BRAKING AND CONTROLLED STOPPING, (3) OFF ROAD RECOVERY, (4) EVASIVE MANEUVERING, (5) SERPENTINING, AND (6) TIRE BLOWOUT CONTROL. SUGGESTIONS ARE GIVEN FOR WORKING TOWARD AN EMERGENCY DRIVING RANGE IN YOUR COMMUNITY. INSTRUCTIONS FOR MODIFICATION OF THE CAR, LAYING OUT THE RANGE, HOW TO SEAL A SKID PAN, AND DRAWINGS SHOWING VEHICLE PATHS ARE APPENDED. (GEB)

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